Mission

The Mission of Saint Louis University is the pursuit of truth for the greater glory of God and for the service of humanity. The University seeks excellence in the fulfillment of its corporate purposes of teaching, research, health care and service to the community. It is dedicated to leadership in the continuing quest for understanding of God’s creation and for the discovery, dissemination and integration of the values, knowledge and skills required to transform society in the spirit of the Gospels. As a Catholic, Jesuit university, this pursuit is motivated by the inspiration and values of the Judeo-Christian tradition and is guided by the spiritual and intellectual ideals of the Society of Jesus.

In support of its mission, the University:

- Encourages and supports innovative scholarship and effective teaching in all fields of the arts; the humanities; the natural, health and medical sciences; the social sciences; the law; business; aviation; and technology.
- Creates an academic environment that values and promotes free, active and original intellectual inquiry among its faculty and students.
- Fosters programs that link University resources to local, national and international communities in collaborative efforts to alleviate ignorance, poverty, injustice and hunger; extend compassionate care to the ill and needy; and maintain and improve the quality of life for all persons.
- Strives continuously to seek means to build upon its Catholic, Jesuit identity and to promote activities that apply its intellectual and ethical heritage to work for the good of society as a whole.
- Welcomes students, faculty and staff from all racial, ethnic and religious backgrounds and beliefs and creates a sense of community that facilitates their development as men and women for others.
- Nurtures within its community an understanding of and commitment to the promotion of faith and justice in the spirit of the Gospels.
- Wisely allocates its resources to maintain efficiency and effectiveness in attaining its mission and goals.
The programs of Saint Louis University are open to all without regard to race, color, sex, age, national origin, religion, sexual orientation, disability or veteran status. All University practices and procedures are administrated in a manner consistent with its Catholic Jesuit identity. Programs and activities in facilities not easily accessible to disabled persons will be made accessible through relocation or other means, upon request.

This handbook is for information purposes and does not constitute a contract. Although this document was prepared with the latest information at the time of publication, all statements and schedules including, but not limited to, tuition, fees, charges, courses, admission, graduation requirements, general regulations and curricula are subject to change at any time.

August 1, 2016 - Madrid, Spain
# ACADEMIC CALENDAR

The Academic Calendar is subject to change. Please see the Saint Louis University - Madrid Campus website for the current academic calendar.

## 2016-2017

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The full 2016-17 Calendar is available on the SLU-Madrid webpage.
The University

Saint Louis University is a Catholic, Jesuit institution with campuses in St. Louis, Missouri and Madrid, Spain. SLU values academic excellence, life-changing research, compassionate health care and a strong commitment to faith and service. For nearly 200 years, the University has gone beyond teaching facts and figures, encouraging students to form ideas and identities. Today, SLU students are nearly 14,000 strong, seeking to mold their lives into something stronger.

The University has invested vast resources to advance academic programs and enhance the student experience. SLU is also a major research institution where premier researchers tackle local and global challenges. And the University’s commitment to community service has earned it national acclaim and testifies to its status as a character-building college.

History

Saint Louis University traces its history to 1818; it received its charter as Saint Louis University in 1832, becoming the first university established west of the Mississippi River in the United States of America.

SLU’s Madrid Campus dates from a modest study abroad program launched by Raymond L. Sullivant, S.J. in the 1960s. Its success led Father Sullivant to offer classes in conjunction with the University of Comillas and then to establish an independent, permanent program, with its administrative offices and classrooms located between Madrid’s Complutense University and the city center in 1967. Shortly thereafter, a number of Spanish students, attracted to the University’s liberal arts curriculum, enrolled in classes, and within a decade the university was home to hundreds of students. Its program expanded, providing a full range of courses and a library, which permitted Spanish and European students to complete the first two years of their undergraduate studies in Madrid.

Its distinct position as the American Jesuit University in Spain, prompted SLU to build a campus. In 1990, it purchased what now stand as Padre Rubio and Padre Arrupe Halls. In 1996, SLU-Madrid was the first U.S. university to receive official recognition from the Consejería de Educación y Cultura, Madrid’s higher education authority; degree programs offered in Madrid are also accredited by the University’s regional accrediting agency in the U.S., the Higher Learning Commission.

In 2011, the University expanded the Madrid Campus further with the acquisition and renovation of San Ignacio Hall, providing additional space to support students and faculty, including a new library, cafeteria and auditorium. Saint Louis University is recognized today as a center of international education in Spain, committed to the ideals of service and leadership that the University, its students, faculty and staff have upheld since 1818.

Colleges, Schools and Degree-Granting Centers

Saint Louis University offers undergraduate and graduate degree programs through the following colleges, schools and centers:

- Center for Advanced Dental Education
- College of Arts and Sciences
- John Cook School of Business
- School of Education
- Parks College of Engineering, Aviation and Technology
- Albert Gnaegi Center for Health Care Ethics
- Doisy College of Health Sciences
- School of Law
- School of Medicine
- School of Nursing
- Center for Outcomes Research
- College of Philosophy and Letters
- School for Professional Studies
- College for Public Health and Social Justice
- School of Social Work
- Center for Sustainability

SLU-Madrid offers courses and programs that fulfill requirements towards degrees offered by many of these colleges and schools, including the College of Arts and Sciences; the John Cook School of Business; Parks College of Engineering, Aviation and Technology; the School of Nursing; the Doisy College of Health Sciences; the College for Public Health and Social Justice; and the School for Professional Studies.
General Information

Accreditation

Saint Louis University is accredited by the Higher Learning Commission. The University also has attained accreditation from appropriate professional bodies for specific programs; for example, the John Cook School of Business, through which the Madrid Campus offers its International Business programs, is accredited by AACSB International (Association to Advance Collegiate Schools of Business), the premier business school accrediting body.

In Spain, Saint Louis University - Madrid Campus is recognized by and reports annually to the Dirección General de Universidades e Investigación - Consejería de Educación: Comunidad de Madrid.

Objectives

In keeping with its mission as a Jesuit institution dedicated to excellence under the inspiration of the Catholic faith, Saint Louis University seeks to establish a collegial environment in which those of diverse cultural backgrounds and religious beliefs can participate in the community in a spirit of cooperation and mutual respect.

Based on the conception of the person as a free and responsible agent capable of making a difference for good or ill in the world, the University directs its educational efforts to help students develop as critically reflective and socially responsible persons capable of exercising leadership in advancing the cause of human good in the world, through service to others.

To accomplish its goals, the University’s undergraduate curriculum integrates the humanities, social sciences, natural sciences and technology in a unified effort to challenge students to understand themselves, their world and their relation to God; to make critically informed moral judgments; and to prepare intellectually and professionally for the career of their choice. It seeks to engender a critical awareness of the present as rooted in the past and as moving toward a future in which the nations of the world have become more clearly aware of their mutual interdependence.

The University’s commitment to academic excellence is evident in its graduate programs and professional schools that have a twofold purpose: to advance the frontiers of knowledge and technical expertise in their disciplines and professions, and to prepare students to make their own contributions to such advances and to carry out their responsibilities in an ethical and professional manner.

In short, inspired by the Christian faith and dedicated to the Jesuit tradition of excellence in research, teaching and service to the community, Saint Louis University strives to contribute to the transformation of society in the spirit of the Gospels.

University-Wide Undergraduate Student Learning Outcomes

Framed by the University’s Mission and the Five Dimensions of Saint Louis University Experience, SLU’s University-wide undergraduate student learning outcomes define the essential educational expectations for all graduates, regardless of major. The outcomes are as follows:

Graduates will understand how knowledge is created and shared across forms and contexts.

- Demonstrate level-appropriate knowledge of the content of an academic discipline
- Describe how ways of knowing differ among disciplines and cultures
- Communicate effectively in multiple disciplines and contexts
- Explain how Catholic, Jesuit traditions inform the University’s mission
- Integrate religious knowledge to social, cultural and professional contexts
- Integrate learning across disciplines to enhance understanding
- Integrate learning from curricular and co-curricular experiences to enhance understanding

Graduates will understand inquiry as sustained engagement with increasingly complex questions.

- Identify and apply multiple methods of inquiry to address complex questions
- Systematically collect and analyze evidence
- Critically evaluate and incorporate information and its sources
- Consider increasingly complex questions to advance inquiry
- Demonstrate writing as a mode of inquiry

Graduates will understand themselves in solidarity with and for others locally, nationally, and globally.

- Demonstrate awareness of the complex identities of themselves and others
- Act upon what they know in the service of others
- Discern the ethical consequences of decisions, actions, and inaction
- Discern how their engagement with diverse communities and cultures affects themselves and others
- Demonstrate ability to work within and across communities to promote social justice
Graduates will understand their relationship with the transcendent.

- Articulate if and how faith and reason inform their understanding of and openness to God
- Demonstrate critical, informed and creative theological inquiry that deepens their understanding of the transcendent and the human condition
- Describe the evolution of their vocational quest for personal and professional purpose
- Articulate the rewards and challenges of living their beliefs with integrity

At the graduate level, an analogous set of University-wide student learning outcomes are currently being developed by the University community. Information about and assistance with assessment of student learning at the course, program and institutional levels is available from the University’s Office of the Provost.
At Saint Louis University, students choose from over 100 undergraduate degree programs. Listed in this handbook are degrees and programs offered in Madrid. Students also have the option of studying for at least two years in Madrid and then transferring to the Saint Louis Campus to complete their Bachelor of Arts or Bachelor of Science degree.

**Saint Louis University Degrees in Spain:**

Bachelor of Arts (B.A.):
- Art History
- Communication
- Economics
- English
- History
- International Studies
- Political Science, concentration in International Relations
- Psychology
- Spanish

Bachelor of Science in Business Administration (B.S.B.A.):
- Economics
- International Business

Master of Arts (M.A.):
- English
- Spanish


**Madrid Campus Special Programs**

English as a Second Language
University Honors Program
Pre-University Engineering Preparation
Study Abroad
Summer Programs

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**The College of Arts and Sciences**

The College of Arts and Sciences, established in 1818, is the oldest academic unit in the University. In keeping with the University’s mission, the primary objective is to impart a liberal education with a core curriculum designed to educate the whole person. Specifically, the College curriculum is designed so that graduates are able to make value-centered, ethically-based judgments, are academically competent in their chosen disciplines and prepared to enter a variety of careers, professional and/or graduate schools, and are inspired to be effective leaders for change.

The College offers Bachelor of Arts, Bachelor of Science, Honors Bachelor of Arts, Honors Bachelor of Science, and Minors through seventeen departments. For a complete listing of B.A. and B.S. programs offered through the College of Arts and Sciences in St. Louis, see the Departments and Programs pages listed online at www.slu.edu.

**College of Arts and Sciences – Madrid/St. Louis Programs**


Bachelor of Science (B.S.): Biology, Biochemistry, Chemistry, Computer Science, Earth and Atmospheric Sciences, and Cooperative Engineering Programs.

**Bachelor’s Degrees Requirements**

A minimum of 120 credits are required for degree completion. These credits exclude pre-college level courses. More than 120 credits are required for some Bachelor of Science degree programs (see department listings). Requirements for degree completion include three components:

1. Core Curriculum requirements: 45-63 credits
2. Major requirements: 36 credits maximum required in a single department unless otherwise listed; some majors require supplementary courses in related fields.
3. Options for remaining credits:
   a. Minor
   b. Double Major
   c. Related elective credits approved in consultation with an advisor to assist the student in reaching the minimum of 120 credits required for graduation.
Additional General Requirements:

1. To be admitted into a degree program, a student is required to:
   a. have at least a 2.00 cumulative average;
   b. have satisfied any prerequisite(s) for upper division courses in the major;
   c. return a completed declaration of major form to the Dean’s Office. The application and the student’s record are then submitted to the major department and upon acceptance, a departmental mentor is assigned.
2. To be admitted into a minor, a student is required to:
   a. have at least a 2.00 cumulative average;
   b. have satisfied any prerequisite(s) required for upper division courses in the minor;
   c. complete an application for the minor in the Dean’s Office and be accepted by the appropriate department.

To be certified for graduation, a student is required to:

1. have at least a 2.00 cumulative average, a 2.00 average in the major(s) and a 2.00 average in the minor or related elective credits;
2. complete at least 30 of his or her 36 final credits at Saint Louis University;
3. submit the online degree application by the appropriate deadline.

Double Majors

Many students find it possible to complete the requirements for two majors within the College of Arts and Sciences. The 120 credits required for graduation will remain sufficient, if the core requirements as well as both major requirements can be fulfilled. In addition to fulfilling the general requirements for degree completion, the student seeking a double major must:

1. complete a major declaration form for each department;
2. upon acceptance by each department, be assigned two mentors, one from each department;
3. satisfy requirements in each major.

A student enrolled in another school or college of the University may earn a second major within the College of Arts and Sciences by satisfying the core requirements of the degree granting school or college, the major requirements of both fields, and completing the minimum number of credits for degree conferral required by the degree granting school or college.

Both departments and the student make an agreement to accept and coordinate the potential program at the outset. No department is required to participate in a double major program when it is felt that for some reason a particular combination is impractical.

Requirements for Second Bachelor’s Degree Applicants

A student is classified as a second bachelor’s degree candidate if he or she is seeking an undergraduate degree and has previously received a baccalaureate. The prior bachelor’s degree – internal or external – must be balanced in terms of prior course work, which means that students must have at least one approved three-credit college level course from each of the core curriculum areas of foundations of discourse, cultural diversity, foreign language, fine arts, literature, science, mathematics, world history, social science; and have completed the required philosophy and theological studies courses with the last six credits of each taken at Saint Louis University. Deficiencies in these core areas must be corrected before awarding the second bachelor’s degree, so as to preserve the unique character of Jesuit liberal education.

Requirements for Bachelor’s Degree Applicants with Prior Associate of Arts Degree

Community college transfers who hold an Associate of Arts degree must have a “balanced AA degree,” which means that students, in order to obtain a bachelor’s degree, must have at least one approved three-credit college level course from each of the core curriculum areas of foundations of discourse, cultural diversity, foreign language, fine arts, literature, science, mathematics, world history, social science, and have completed the required philosophy and theology courses, with the last six credits of philosophy and the last six credits of theology taken at Saint Louis University. Deficiencies in these core areas must be corrected before awarding the bachelor’s degree, so as to preserve the unique character of Jesuit liberal education. The maximum number of credits accepted in transfer with an AA degree, from all sources, is 64.
Core Curriculum Requirements

To be a Catholic, Jesuit University is to foster the development of “women and men for others,” people who are dedicated to the common good and especially to social justice. The mission of the Core Curriculum of the College of Arts and Sciences of Saint Louis University is to foster the development of effective leaders fully prepared to contribute to society. The mission is accomplished by a curriculum which:

- develops a broad understanding of ethical and religious principles and their relationship to the moral challenges of everyday life;
- provides students with practical knowledge and theoretical frameworks to understand and transform the world and address forthrightly the moral questions confronting today’s society;
- develops sensitivity to the points of view of the oppressed and the marginalized, strives to reduce ethnocentric biases and encourages a scholarly perspective on cross-cultural issues;
- exposes students to different disciplines and their variety of approaches to the quest for knowledge;
- provides the tools for further learning through courses in the humanities, social sciences, natural science and mathematics;
- enhances effective communication through courses in composition and foreign language;
- increases awareness of the imaginative, artistic and affective capacities of humankind;
- and encourages an understanding of past traditions as well as an orientation toward present social problems.

Such a Core equips students with the intellectual tools so that they can begin to understand the present and prepare for the future.

Bachelor of Arts Core Requirements

- **Foundations of Discourse (3 credits):** ENGL 1900. Students needing prerequisite work in writing skills, as determined by test scores, will be required to take ENGL 1500. If required, this will serve as elective credit.
- **Foreign Language (3-9 credits):** Intermediate-level proficiency in a language other than English. Does not apply to students whose first language is not English.
- **Fine Arts (3 credits):** The following courses at the Madrid Campus fulfill this requirement: ART 2000/2100/2150/2200/2930, ARTH 1000/1010/1110/1120/2300/2400/2500/2700/2800/2930, CMM 1400, DANC 2650/2660, MUSC 1000/1260/2010-2030/2270/3300/3420, THR 1000 and THR 2510.
- **Literature (6 credits):** One course must be chosen from any 2000-level English literature course. A second course may be chosen from approved 3000/4000-level English literature courses, or an upper-division Spanish literature course with readings in the original language—the latter only applies to native speakers of English.
- **Natural Sciences (6 credits):** Two courses in astronomy (PHYS), biology (BIOL), chemistry (CHEM), earth sciences (EAS) or physics (PHYS).
- **Mathematics (3 credits):** MATH 1200 or a higher-level math course.
- **World History (6 credits):** HIST 1110 and HIST 1120.
- **Philosophy (9 credits):** A three-course sequence: PHIL 1050, PHIL 2050 and a third course at the 3000/4000 level.
- **Theology (9 credits):** A three-course sequence: THEO 1000, a course at the 2000 level and another at the 3000/4000 level.
- **Social Sciences (6 credits):** Two courses in anthropology (SOC), economics (ECON), political science (POLS), psychology (PSY), sociology (SOC) and communication (CMM 1000, 2000 and 2800 for non-communication majors only).
- **Cultural Diversity (6 credits):** Global citizenship and diversity in the EU. This requirement may simultaneously satisfy another core curriculum requirement, a requirement for a major or minor, or an elective course. **Diversity in the EU:** CMM 3460, HIST 3340/3760/3770, PHIL 4760, POLS 3567/4630, SOC 3390, THEO 2720; **Global Citizenship:** ARTH 2140/3140, ENGL-3310/3500, POLS 1600/2520/2550/2560/2570, PSY 4270, PUBH 2100, SOC 1200, THEO 2720.
Bachelor of Science Core Requirements

- **Foundations of Discourse (3 credits):** ENGL 1900. Students needing prerequisite work in writing skills, as determined by test scores, will be required to take ENGL 1500. If required, this will serve as elective credit.

- **Foreign Language (0-6 credits):** 1020-level proficiency in a language other than English. This requirement may also be fulfilled by spending one semester abroad at a foreign institution whose language of study is not English.

- **Fine Arts (3 credits):** The following courses at the Madrid Campus fulfill this requirement: ART 2000/2100/2150/2200/2930, ARTH 1000/1010/1110/1120/2300/2400/2500/2700/2800/2930, CMM 1400, DANC 2650/2660, MUSC 1000/1260/2010-2030/2270/3300/3420, THR 1000 and THR 2510.

- **Literature (6 credits):** One course must be chosen from any 2000-level English literature course. A second course may be chosen from approved 3000/4000-level English literature courses, or an upper-division Spanish literature course with readings in the original language (this only applies to native speakers of English).

- **Natural Sciences (8 credits):** 8 credits in a single science: BIOL, CHEM, EAS or PHYS, outside the department offering the B.S. degree.

- **Mathematics (4-7 credits):** 4-7 credits through Calculus I (MATH 1510) or higher level.

- **World History (6 credits):** HIST 1110 and HIST 1120.

- **Philosophy (6 credits):** Two-course sequence including PHIL 2050. Students may take PHIL 1050 or an upper-division philosophy as their second course.

- **Theology (6 credits):** Two course sequence: THEO 1000 and a 2000-level course.

- **Social Sciences (6 credits):** Two courses in anthropology (SOC), communication (CMM), economics (ECON), political science (POLS), psychology (PSY) and sociology (SOC).

- **Cultural Diversity (6 credits):** Global citizenship and diversity in the EU. This requirement may simultaneously satisfy another core curriculum requirement, a requirement for a major or minor, or an elective course. Diversity in the EU: CMM 3460, HIST 3340/3760/3770, PHIL 4760, POLS 3567/4630, SOC 3390, THEO 2720; Global Citizenship: ARTH 2140/3140, ENGL-3310/3500, POLS 1600/2520/2550/2560/2570, PSY 4270, PUBH 2100, SOC 1200, THEO 2720.

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B.A. in Art History

Art history is a major or minor that teaches the essential humanities skills of critical analysis, research and communication through examination of the social and historical contexts in which art was—and continues to be—created. At SLU-Madrid the art history faculty offers a broad chronological and geographical field of study with emphasis on Spanish and Latin American art.

**Art History Major Requirements:**

Completion of the 36-credit program (18 credits must be at the 3000/4000 level):

- Introductory courses (3 credits):
  ARTH 1010 History of Western Art

- Art Produced before 1800 (9-12 credits)

- Art Produced after 1800 (9-12 credits)

- Global Arts (3 credits)

- Internship or 4000-level art history elective (3 credits)

- Art History Research (3 credits):
  ARTH 4900 Research Methods in Art History

- Studio Art (3 credits)

Before the start of their final semester, students must submit the online application for graduation.
B.A. in Communication - International Emphasis

Saint Louis University’s Department of Communication educates students to become culturally sensitive participants in democratic dialogue. In particular, the program seeks to cultivate innovative, ethically responsible leaders in fields such as journalism, communication research, public relations, advertising, human resources, public service, teaching, the nonprofit and entrepreneurial sector. To accomplish this mission, the Department encourages undergraduate students to integrate theoretical knowledge of human interaction processes with a deep grasp of the cultural consequences of mass media. In parallel with these desired outcomes, the program also pursues the practical dimension of specialized skills in writing, speaking, critical thinking, research and use of design tools and research.

Communication Major Requirements:

Completion of the 40-credit program:

A) The Communication Core (16 credits): CMM 1000, CMM 1200, CMM 2000, CMM 2400, CMM 2500 (Lab) and CMM 2800.

B) Writing (3 credits)

C) Foundations (9 credits; 1 course from 3 of the 4 areas): public communication and dialogue; leadership, organizing and relating; communication, culture and community; and journalism and media studies.

D) Production Practices and Applications (3 credits)

E) Advanced Research (3 credits)

• Communication Electives (6 credits)

Before the start of their final semester, students must submit the online application for graduation.

B.A. in Economics

Economics is the study of how individuals, firms and nations make choices when confronted with limited resources. Students of economics learn the principles and methods that individuals and institutions, public and private, utilize to identify the costs and benefits associated with alternative decisions. In doing so, students of economics master a structured, pragmatic approach to solving problems. They are exposed to microeconomic issues that are relevant to decision making in private business and in formulating public policy. Students are also exposed to global macroeconomic issues, such as the ramifications of the changes in the international economic environment on the growth and prosperity of nations.

The knowledge and skills that students of economics acquire are useful in almost all professions and are highly desirable for employment requiring strong analytical and problem-solving skills. Students of economics find employment in both private business and in government service. Many students majoring in economics have pursued graduate training in business, economics, law and public policy, among others.

Economics Major Requirements:

Completion of the following six courses:

ECON 1900 Principles of Economics
ECON 3010 Introduction to Econometrics
ECON 3120 Intermediate Macroeconomics
ECON 3140 Intermediate Microeconomics
MATH 1320/1510 Survey of Calculus/Calculus I
OPM 2070 Introductory Business Statistics

Completion of five upper-division electives in economics selected from the following courses offered at the Madrid Campus:

ECON 3790 The Economics of Latin America and Iberia
ECON 3850 The Political Economy of the European Union
ECON 4080 Industrial Organization and Public Policy
ECON 4160 History of Economic Analysis
ECON 4200 Money and Banking
ECON 4300 International Trade
ECON 4310 Exchange Rates and the Global Economy
ECON 4450 Economics of International Migration
ECON 4560 Economic Development
ECON 4770 Advanced Econometrics

Before the start of their final semester, students must submit the online application for graduation.
B.A. in English

The English Department’s comprehensive curriculum is designed to enhance students’ lifelong pleasure in literature, as well as their appreciation of human creativity, past and present. An education in English fosters a student’s critical thinking skills for further study in English graduate programs and occupations as diverse as medicine or business management. Both premedical and prelaw majors often use English as a preparatory degree for professional studies. The emphasis placed on analytical thinking and effective writing skills proves to be a valuable asset in graduate professional studies, where English majors rank among the most successful applicants.

English Major Requirements:

The English major consists of 36 credit hours, as follows:

- 1 course for 3 credits at the 2000 level (Arts and Sciences core literature requirement)
- 5 courses for 15 credits at the 3000 level (one of which may count as an Arts and Sciences Core literature requirement); students must take one 3000-level course in each of the four distributional areas:
  - Culture and Critique
  - Form and Genre
  - History and Context
  - Rhetoric and Argumentation

The fifth course may be chosen from any of the areas. Two of these 3000-level courses must be taken before proceeding to the 4000-level courses.

- 5 courses for 15 credits at the 4000-level.
- ENGL 4940 Senior Seminar for 3 credits.

Campus requirements:

English majors must plan to take three courses (9 credits), including their senior seminar (ENGL 4940), at the St. Louis Campus.

Before the start of their final semester, students must submit the online application for graduation.

M.A. in English*

The Master of Arts in English program provides students the opportunity to study literature in English in Spain. The program is designed for holders of a B.A. (or equivalent) in English or a related field, high school teachers, literary scholars and translators, and others who wish to further literary studies in English.

The program is offered in collaboration with the English Department of the St. Louis Campus. Degree candidates complete ten seminars for three credits each (or eight seminars and a master’s thesis) and take a one-hour oral examination on a reading list that changes yearly. Students take at least three seminars with St. Louis Campus faculty, two of which are taken on that campus.

Requirements for the M.A. in English:

Master of Arts

- A total of ten seminars, including two required seminars:
  - ENGL 5000 Methods of Literary Research and ENGL 5110 Literary Theory
  - Two courses at the St. Louis Campus in Missouri
  - One additional course taught by a St. Louis Campus professor
- M.A. Oral Exam: M.A. exam committee should include one St. Louis Campus professor

Master of Arts (Thesis)

- A total of eight seminars, including:
  - ENGL 5000 Methods of Literary Research and ENGL 5110 Literary Theory
  - Two courses at the St. Louis Campus in Missouri
  - One additional course by a St. Louis Campus professor
  - A Master’s thesis equivalent to two seminars (6 credits) of study
- M.A. Oral Exam: M.A. exam committee should include one St. Louis Campus professor.

*This program is currently not accepting applications.
B.A. in History

History is the basis of all human experience and consequently forms an essential part of our understanding of everyday life. The history major provides a general framework and a unifying perspective for other disciplines, such as communication, political science, education, medicine, business, and public service. Students are taught information-processing skills that remain in strong demand in the ever-changing job market: analytical thinking, effective use of evidence, research and writing skills, rhetorical abilities, and an understanding of cultural differences. Aside from the job market, however, history provides the social and cultural resources necessary to approach the challenges of present-day society and our membership in a global community.

The history major consists of 36 credit hours, including the two courses required of all students in the College of Arts and Sciences.

University Core Requirements and Prerequisites:

- HIST 1110 Origins of the Modern World to 1500
- HIST 1120 Origins of the Modern World since 1500

Introductory Course Requirements

- HIST 2800 The Historian’s Craft – available at the St. Louis campus

Upper Division Requirements:

In addition to HIST 1110, 1120, and 2800, majors must complete 27 hours of upper-division history courses (2600 and higher level). With the approval of a student’s mentor, a student will be encouraged to choose a concentration and pursue it through elective study. Two upper-division courses in fields closely related to history may be substituted to fulfill six hours of this requirement. The same course cannot be used to satisfy requirements for more than one major or the core. The 27-hour requirement must include 3 hours each of pre- and post-1500 history and 3 hours in each of the following:

- European history (3 credits)
- Pre-1865 U.S. history (3 credits) – available at the St. Louis campus
- Post-1865 U.S. history (3 credits) – available at the St. Louis campus
- Non-Western history, including Asian, African, Middle Eastern or Latin American (3 credits)
- Upper-level electives (2000-level or above) (12 credits). Students may substitute an approved historical internship for one of the required upper-level elective courses.
- Senior seminar (3 credits) – available at the St. Louis campus. Seminar prerequisite: Two history courses level 2700 and above and instructor approval.

Before the start of their final semester, students must submit the online application for graduation.
**B.A. in International Studies**

The International Studies program offers students a cross-disciplinary approach to historical, political and socioeconomic issues in a global society. Addressing topics of contemporary culture and society, the program is designed to develop skills and knowledge in students seeking to bring an international dimension to their careers. In conjunction with another area of study, the double-major program enhances students’ education by focusing on the complex interrelationships of international affairs in the 21st century.

The International Studies second major requires students to complete 31 credits and is prepared in combination with a primary major offered by the College of Arts of Sciences or the B.S.B.A. with a concentration in International Business.

**International Studies Major Requirements:**

Language requirement: “certificate level” proficiency in a modern language other than the student’s native language. This requirement can be fulfilled by completing four courses at Saint Louis University (3010, 3020, 3030, 3040) or by passing a language proficiency exam.

Residency abroad for study or work: Madrid Campus students are encouraged to study in St. Louis, Missouri, but may choose any non-European study abroad destination. All study abroad or work programs must be pre-approved to fulfill this requirement. Students who have resided outside of Spain for an extended period of time fulfill this requirement.

Internship (ISTD 4910 or POLS 3914): The internship may be international or Madrid-based; however, Madrid-based internships must relate to international matters—the number of credits depend on the length of study and the kind of work undertaken, maximum 3 credits.

International Studies Core (10 credits):

- **ISTD 1100 Introduction to International Studies (1 credit)**
- One of the following courses (3 credits):
  
  ECON 1900 Principles of Economics  
  ECON 3120 Intermediate Macroeconomics  
  POLS 1600 Introduction to International Politics  
  CMM 3300 Intercultural Communication  
  SOC 3610 Sociology of International Relations

- A course relating to contemporary culture or history (3 credits). Students select from the following courses at the Madrid Campus or complete an equivalent course in a study abroad program; other courses may be approved for this requirement.
  
  HIST 3180 History of Modern Latin America  
  HIST 3330 Modern History of Spain: 1808-Present  
  HIST 3340 Spanish Civil War  
  POLS 2560 The Politics of Asia  
  POLS 2570 Introduction to Latin American Politics  
  POLS 3567 Political Development in Contemporary Spain  
  POLS 3750 The Modern Democratic State  
  SPAN 4790 Spanish Culture and Civilization

- **ISTD 4910 International Studies Internship (3 credits)**

International studies electives (21 credits): Students may choose from the list of courses that fulfill the international studies major posted online. At least three different subject areas must be covered. Students may also petition to have courses not included on the pre-approved list applied toward the international studies major.

At the time of graduation, students must have a cumulative 3.00 GPA.

Before the start of their final semester, students must submit the online application for graduation.
B.A. in Political Science with a Concentration in International Relations

Housed in the Political Science Department, the B.A. degree concentration in International Relations offers a rigorous interdisciplinary liberal arts program emphasizing the study of political and economic institutions in the context of their historical and geographical development. It studies how the public and private actors around the world (nation states, international organizations, multinational firms, etc.) use (or abuse) principles from these two key disciplines to achieve unique outcomes. Students wishing to complete political science degrees in other concentrations—Political Thought or American Politics, for example—are able to begin their studies in Spain and then transfer to the St. Louis Campus to complete their degrees.

Political Science Major Requirements (starting Fall 2014):

Completion of a 42-credit program, with the concentration in International Relations.

33 credits of political science courses, including:

- One introductory politics course: POLS 1000 or 1600
- One introductory course in American politics: POLS 1100 (prerequisite: POLS 1000 or 1600)
- One introductory to comparative politics course: POLS 1500
- One introductory course in political thought: POLS 1700
- One course in research methods: POLS 2000 (prerequisites: POLS 1000 or 1600, and POLS 1500)
- Two 4000-level senior seminars reflecting International Relations concentration (6 hours): POLS 4610 International Relations: Theory and Practice and POLS 4630 The European Union: Politics and Political Economy (Prerequisites for both courses are POLS 1000 or 1600, and POLS 2000)
- Five political science electives, as follows:
  - Two 2000-level courses (prerequisite: POLS 1000 or 1600)
  - Two 3000-level courses (prerequisite: POLS 1000 or 1600)
  - One 4000-level course (prerequisites: POLS 1000 or 1600, and POLS 2000)

3 credits of economics coursework:
- ECON 1900 (must meet MATH prerequisite)

3 credits of communication coursework:
- CMM 2400, CMM 3060, CMM 4450 or CMM 3930 Special Topics: Communication, Education & New Media

POLS 3914: Foreign Service Internship. 3 credits. POLS elective. See Career Services website for requirements.

Madrid students are required to take three credits of course work with St. Louis Campus faculty. This requirement may be met by attending a summer session in Madrid or spending a semester at the St. Louis Campus.

Before the start of their final semester, students must submit the online application for graduation.

M.A. Program in International Relations*

The M.A. in International Relations is a proposed graduate degree offered through Saint Louis University and Pázmány Péter Catholic University of Budapest, Hungary. The program, which allows students to experience three international campuses, combines coursework and research. For more information, please contact the Political Science Department.

*This program is pending approval from national education authorities in Hungary.
B.A. in Psychology

Psychology is the science of human behavior, encompassing a wide range of methods and topics, from brain function to cultural influences. Psychology helps students to better understand themselves and others. The study of psychology builds students’ analytical skills and scientific research methods, which can be applied to a number of fields and to a variety of subjects.

To be admitted to the psychology major, a student is required to:

1. have at least a 2.00 cumulative grade point average for one semester at Saint Louis University;
2. complete PSY 1010 with a grade of C or better;
3. fill out an application to the psychology major in the Dean’s Office.

Psychology Major Requirements (31 credits):

PSY 2050 Foundations of Research Methods and Statistics (4 credits)

Upper-division psychology courses, including at least one course from each of the following topic areas (12 credits):

- Cognitive Neuroscience: PSY 3100-3190, PSY 4100-4190, 4710
- Developmental Psychology: PSY 3200-3290, PSY 4200-4290, 4720
- Social/Personality Psychology: PSY 3300-3390, PSY 4300-4390, 4740, 4750
- Applied Psychology: PSY 3400-3490, PSY 4400-4490, 4730

One capstone course (3 credits)

Electives: 3000/4000-level psychology courses (8-9 credits)

Before the start of their final semester, students must submit the online application for graduation.

Minimum residency requirement of 9 credits from the department, including PSY 2050 and the capstone course.

B.A. in Spanish

The degree in Spanish prepares students for careers that require proficiency in Spanish or for graduate work in Spanish through taking an extensive variety of courses in Spanish language and literature and immersing themselves in Spanish culture. The rapidly evolving political climate and the international marketplace make knowledge of languages and cultures especially essential. A major in Spanish, complemented by a second major such as political science or international business, qualifies students to compete in careers with an international orientation, including international law, business, economics, government, the foreign service or scientific research.

To be admitted to the Spanish major, students must:

1. have at least a 2.00 cumulative grade point average;
2. have received a C or better in prerequisites for upper-division courses in the Spanish major (SPAN 3010, 3020, 3030 and 3040);
3. fill out an application for the Spanish major in the Dean’s Office or with an advisor. Upon acceptance, a departmental advisor is assigned.

Spanish Major Requirements (30 credits minimum):

- SPAN 3010 and SPAN 3020: Written and Oral Communication. Concurrent registration recommended
- SPA 3030 and SPAN 3040: Advanced Written and Advanced Oral Communication. Concurrent registration recommended
- 18 credits of literature or advanced study of the language, including SPAN 4200: Introduction to Hispanic Literature, prerequisite for all 4000-level literature courses

In addition to the 30 credits, students must choose one of the following two options to complete the requirements for the major:

- 3 additional credits of upper-division courses or SPAN 4960 Senior Inquiry Research Project (0 credits) (department approval required)

All courses for the major must be completed with a grade of C or better.

Before the start of their final semester, students must submit the online application for graduation.
M.A. in Spanish

The Master of Arts in Spanish is specifically designed for students interested in pursuing concentrated studies in a combination of Spanish language and Hispanic culture and literature. The curriculum is suited to those individuals planning or already engaged in professional careers such as teaching or international affairs. The program also prepares students who wish to continue study in a Ph.D. degree program in Spanish or a related field.

In Madrid, students have the option of obtaining their M.A. by enrolling in courses throughout the academic year, in a series of intensive five-week summer sessions or in a combination of the two. Students may complete the entire program in Madrid or combine study at the Madrid and St. Louis campuses.

Requirements for the M.A. in Spanish:

- A total of 30 credits (10 courses) including:
  - Two courses (6 credits) in Peninsular Spanish Studies
  - Two courses (6 credits) in Latin American Studies
  - Two courses (6 credits) in Teaching or Linguistics

- The remaining four courses (12 credits) may be distributed according to interest.
- Final written examination based on the M.A. in Spanish reading list
- Final oral examination

Complete program requirements, policies and procedures for Master of Arts degrees are published in the *Graduate Education Catalog*, available online.

The John Cook School of Business

The undergraduate curriculum at the John Cook School of Business includes a strong Arts and Science component combined with studies in all business disciplines, the Business Common Body of Knowledge (CBK). The curriculum is enhanced by advanced courses in a business concentration of the student’s choice. The breadth and depth of this program gives the student the knowledge necessary for success in today’s global and highly technical business world.

AACSB Accreditation

The premier business school accrediting body, the AACSB International (Association to Advance Collegiate Schools of Business), governs the standards by which business schools are evaluated.

Achieving AACSB accreditation in the field of business education ensures continuous quality improvement in the learning environment through enhancements to the curriculum, instructional resources, student selection, career planning and placement, and the intellectual contributions and qualifications of the faculty.

The faculty and staff of the John Cook School of Business, in both Madrid and St. Louis, are proud of this accreditation status and believe that it places the School in a category of distinction among its peers. Less than 10% of business schools worldwide have achieved AACSB accreditation. Students who choose to attend an AACSB accredited business school join an environment where learning matters, where a highly qualified faculty guides the students’ study through a curriculum relevant to contemporary business needs and practices.

John Cook School of Business – Madrid/St. Louis Programs

Bachelor of Science in Business Administration (B.S.B.A.), with the following concentrations: Accounting, Economics, Finance, Information Technology Management, International Business, Management, Marketing, and Sports Business.
B.S. in Business Administration

Economics Concentration

The B.S.B.A. with a concentration in Economics program teaches students to apply theory and problem-solving skills while balancing public policy with the choices faced by today’s society. The economics program helps students develop strong ethical, technical and professional skills, and provides in-depth expertise in economics. The economics academic curriculum is completely integrated with that of the St. Louis Campus. In fact, economics students are encouraged to take advantage of the seamless relationship between the degree programs at both campuses by completing a semester abroad in either Madrid or St. Louis. Students who wish to pursue this program have two options:

1. Complete the entire undergraduate program in Spain with the John Cook School of Business in Missouri as the degree-granting entity.
2. Enroll in the economics degree program at the Madrid Campus and transfer freely between the St. Louis and Madrid campuses over the course of the undergraduate degree program.

Economics Concentration (18 credits):

Economics students are required to take the ECON 3010 Introduction to Economics core course. The economics concentration also requires a total of 15 concentration elective credits to be chosen from the following:

- ECON 3790 The Economies of Latin America and Iberia
- ECON 3850 Political Economy of the European Union
- ECON 4160 History of Economic Analysis
- ECON 4200 Money and Banking
- ECON 4300 International Trade
- ECON 4310 Exchange Rates and the Global Economy
- ECON 4450 Economics of International Migration
- ECON 4560 Economic Development

International Business Concentration

International business students learn about the impact and implementation of international business practices in the modern marketplace. Since today’s economy is increasingly global in nature, students examine how differences in language, communication, social interaction, work attitudes, relationships, economics, politics, pace of life and social structures affect global commerce.

While all requirements for the B.S.B.A. with a concentration in International Business can be completed in its entirety on the Madrid Campus, students are strongly encouraged to spend a term studying abroad, including the option of studying at the St. Louis Campus. Additional full semester study abroad options include partnerships with business schools in Aarhus, Denmark; Angers, France; Antwerp, Belgium; Beijing, China; Hong Kong; Jonkoping, Sweden; Nürnberg, Germany; and Seoul, Korea. There are also numerous partnerships managed through the University with destinations around the world.

International Business Concentration (15 credits):

International business students are required to select a total of 15 credits (representing at least three different areas) from the following:

- ACCT 3160 International Accounting for Global Organizations
- ECON 3790 The Economies of Latin America and Iberia
- ECON 3850 Political Economy of the European Union
- ECON 4160 History of Economic Analysis
- ECON 4300 International Trade
- ECON 4310 Exchange Rates and the Global Economy
- ECON 4450 Economics of International Migration
- ECON 4560 Economic Development
- FIN 4250 International Financial Management
- IB 3120 International Business Strategies
- IB 3140 International e-Business
- IB 3200 Geopolitics of Multinational Firms – European Perspective
- IB 4910 International Business Internship*
- MGT 3200 Managing Ideas in Entrepren. Firms - EU Emphasis
- MKT 4550 International Marketing

*This class may only be taken with permission of the department chair.

Students whose native language is English pursuing the concentration in international business must also complete a foreign language requirement of 12 credits; they may, however, test out of up to six credits of foreign language.
Degrees and Programs

Requirements for B.S. in Business Administration (120 credits minimum):

1. Completion of the Arts and Sciences Core requirements: 48 credits
2. Completion of the Business Common Body of Knowledge (CBK) requirements: 44 credits
3. Completion of an area of business concentration: 15 credits. In addition to completing lower and upper division coursework in all areas of business, each student typically selects a business concentration before or during the first semester of the junior year. Required credits vary between 15 and 18, as determined by each department. To broaden their expertise, students may complete more than one area of concentration in business, or an area of concentration and a supporting area in business. However, where courses overlap between two business areas, the course may be counted only once and credited to one functional area, e.g. International Finance may be used in either the finance concentration or the international business concentration, but not both.
4. Completion of additional electives: 3-13 credits. Electives may be selected from any area of study within the University.

Note: Students whose native language is English pursuing the international business must also complete a foreign language requirement of 12 credits; they may, however, test out of up to six credits of foreign language.

Additional Requirements:

1. The minimum grade point average (GPA) requirement for admission to the Cook School of Business is 2.50 for freshmen. For transfer students, the minimum GPA requirement for admission is 2.00. Students must be admitted to the business school no later than one semester prior to the semester in which they are applying to graduate.
2. Pass/No Pass Option: The Cook School of Business does not allow the Pass/No Pass option undergraduate students enrolled in business courses. In addition, business students may not take courses on a Pass/No Pass basis if the course is used to fulfill degree requirements.
3. Repeating courses: Students may not register to repeat a course in which a grade higher than C- has been earned. Only the last grade earned in a repeated course will be included in the cumulative grade point average. On the other hand, if a course is taken twice with passing grades, the credit cannot be counted twice for graduation.

Students pursuing degrees through the John Cook School of Business must review the “Undergraduate Program Book,” available online.

Graduation Requirements:

To be certified for graduation, a student must complete all course requirements and meet all of the following conditions:

1. Earn a minimum 2.00 cumulative GPA in all Saint Louis University course work; Accounting students must earn a minimum 2.50 cumulative GPA in all Saint Louis University course work and earn grades of C or better in all accounting courses that fulfill the concentration requirements;
2. Earn a minimum 2.00 cumulative GPA in all business course work taken at Saint Louis University;
3. Complete the Arts and Sciences Core as specified in the business school curriculum;
4. Complete 30 of the final 36 credits in residence at the St. Louis or Madrid campuses;
5. Complete at least 50% of business course work in residence at the Madrid or St. Louis Campus;
6. Complete concentration course requirements in residence at the Madrid or St. Louis Campus.
7. Students transferring from the Madrid Campus must complete a minimum of 40 credits of course work, including a minimum of 30 credits of business course work in residence at the St. Louis Campus.
8. Submit the online degree application.

Note: Students may pursue the international business concentration at the St. Louis Campus and/or at the Madrid Campus. The residency requirement then applies to courses taken at either campus.
Common Body of Knowledge (44 Credits):
- ACCT 2200 Financial Accounting (Sophomore standing required)
- ACCT 2220 Managerial Accounting (ACCT 2200 required)
- BIZ 1000 Business Foundations (1 credit)
- BIZ 4000 Business Capstone (1 credit. Senior standing and completed CBK required)
- ECON 1900 Principles of Economics (MATH 1200 required)
- ECON 3120 Intermediate Macroeconomics (MATH 1320, ECON 1900 required)
- ECON 3140 Intermediate Microeconomics (MATH 1320, ECON 1900 required)
- FIN 3010 Principles of Finance (ACCT 2200, ACCT 2220, ECON 1900, OPM 2070 required; ACCT 2220 may be taken concurrently with FIN 3010)
- IB 2000 Introduction to International Business (ECON 1900 required)
- ITM 2000 Introduction to Information Technology Management
- MGT 2000 Legal Environment of Business
- MGT 3000 Management Theory and Practice (Sophomore standing required)
- MGT 4000 Strategic Management and Policy (Senior standing and completed CBK required)
- MKT 3000 Introduction to Marketing Management (sophomore standing required)
- OPM 2070 Introductory Business Statistics (MATH 1200 required)
- OPM 3050 Introduction to Management Sciences and Operations Management (MATH 1320, OPM 2070 required)

Arts and Sciences Core Requirements (48 Credits):
- ENGL 1900 Advanced Strategies of Rhetoric & Research
- ENGL 2xxx One course in literature
- ENGL 3xxx/4xxx or, for students whose first language is English, a fine arts or Spanish literature course. Students for whom English is a second language must complete this requirement through an English 3xxx/4xxx course.
- CMM 1200 Introduction to Public Speaking
- HIST 1110 or 1120 Origins of the Modern World
- PSY 1010 General Psychology
- Two additional courses selected from: African American studies, American studies, history, political science, psychology, sociology, or women’s studies
- MATH 1200 College Algebra. Students exempt from MATH 1200 must replace with another approved math course.
- MATH 1320 Survey of Calculus. MATH 1510 (Calculus I) or a higher-level calculus course may be substituted. This requirement must be completed by the end of the sophomore year in order to enroll in business courses junior year.
- One natural science course
- One additional math or natural science course
- PHIL 1050 Introduction to Philosophy
- PHIL 2050 Ethics
- THEO 1000 Theological Foundations
- THEO 2xxx A second course in theology
Degrees and Programs

Parks College of Engineering, Aviation and Technology

Parks College of Engineering, Aviation and Technology prepares students for careers in engineering, aviation, technology, physics and related fields. Satisfying this mission demands excellence in academic programs that integrate the education of the whole person, in the liberal and Jesuit traditions, with classroom and laboratory experiences in the major fields of study. A Parks College education provides opportunities for students to develop intellectually, stay abreast of changing technology, to learn more about themselves and the world in which they live, and to prepare for a lifetime of learning.

Accreditation: All engineering degrees are professionally accredited by the Engineering Accreditation Commission of the Accreditation Board for Engineering and Technology (ABET). The flight science curriculum is accredited by the Aviation Accreditation Board International (AABI). The College also offers an interdisciplinary degree that allows students to create a customized study plan in preparation for a wide variety of career paths. The degrees in aeronautics are professionally accredited by the Aviation Accreditation Board International (AABI).

Parks College of Engineering, Aviation and Technology – Madrid/St. Louis Programs

Undergraduate degrees and programs in the following areas: Aerospace Engineering (3+1 program), Aerospace and Mechanical Engineering (dual degree), Aviation Management, Biomedical Engineering, Civil Engineering, Computer Engineering, Electrical Engineering, Electrical Engineering-Bioelectronics (engineering or pre-med emphasis), Engineering Physics, Flight Science/Professional Piloting, Interdisciplinary Engineering, Mechanical Engineering, and Physics.

Bachelor of Science Degree (B.S.)

Students who begin an engineering program at the Madrid Campus will be required to transfer to the St. Louis Campus to complete their degrees.

1. Special Admission Requirements: Admission requirements to Parks College of Engineering, Aviation and Technology degree programs are based on a combination of secondary school grades, college admission test scores, co-curricular activities and attempted college course work, as well as other indicators of the applicant’s ability and character. This process respects the nondiscrimination policy of the University and is designed to select a qualified, competent and diverse student body with high standards of scholarship and character, consistent with the mission of the University.

2. In addition to the University admission requirements, Parks College has the following academic requirements for its particular programs:

<table>
<thead>
<tr>
<th>Bachelor of Science</th>
<th>Freshman</th>
<th>Transfer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aerospace Engineering</td>
<td>3.00</td>
<td>2.70</td>
</tr>
<tr>
<td>Biomedical Engineering</td>
<td>3.00</td>
<td>2.70</td>
</tr>
<tr>
<td>Computer Engineering</td>
<td>2.50</td>
<td>2.70</td>
</tr>
<tr>
<td>Electrical Engineering</td>
<td>2.50</td>
<td>2.70</td>
</tr>
<tr>
<td>Mechanical Engineering</td>
<td>3.00</td>
<td>2.70</td>
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</tbody>
</table>

For admission into the above programs it is recommended that a student have fifteen units of high school work:

a. Three or four English
b. Four or more Mathematics – Algebra I and II, Geometry, and mathematics with a focus on Trigonometry prior to or during the senior year, such as Pre-Calculus (Algebra II with Trigonometry is not sufficient). Students should be prepared to start the first semester freshman year in Calculus I or higher.
c. Three or four sciences – General Science, Introduction to Physical Science, Earth Science, Biology, Physics or Chemistry
d. Two or three social sciences – history, psychology or sociology
e. Three electives

3. Pass/No Pass Option: The maximum number of credits that may be taken on a Pass/No Pass basis is 18, but not more than one course is permitted during any one semester. These 18 credits may be taken under the following options:

a. Any credits above the number required for graduation.
b. Any credits within the number required for graduation which are no longer specified due to the results of testing out of courses and/or advanced placement.
c. Any credits within the area of concentration which are not required by the controlling department and for which the student has received the approval of the advisor.

Pass/No Pass credits are not counted towards fulfilling degree requirements. The student must register as a Pass/No Pass member of the course. This status becomes permanent at the time of registration.
The student is responsible for seeing that the above conditions are met.

4. **Audit**: A student may audit a course offered at Parks College with the following restrictions:
   a. The student must have approval of the instructor and department chair to sit in that particular class.
   b. The student is eligible to take tests if he or she desires; however, they will not be graded.
   c. No grade or credit can be earned by auditing a course and, although an AU grade is entered instead of the grades described elsewhere, the course does not count toward fulfilling degree requirements.
   d. An exemption examination cannot be taken for an audited course.

**Bachelor’s Degree Requirements**

Students looking for specific degree requirements are posted online. All students in a degree program leading to bachelor of science degrees must complete the Parks College Core Curriculum requirements. Degree programs may require specific courses in order to satisfy these requirements. Students must consult their advisors for guidance in choosing core curriculum courses.

**Engineering Core Curriculum Requirements**

<table>
<thead>
<tr>
<th>Philosophy and Theology (6 credits)</th>
<th>PHIL 3400 and THEO 1000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tools of Communication (4-6 credits)</td>
<td>ENGL 1920 and CMM 1200 or CMM 2200</td>
</tr>
<tr>
<td>Science and Technology (7 credits)</td>
<td>Two lectures (3 credits each) and one lab (1 credit) from astronomy, biology, chemistry, engineering sciences, geology, meteorology and physics</td>
</tr>
<tr>
<td>Mathematics (5 credits)</td>
<td>MATH 1400 or higher</td>
</tr>
<tr>
<td>Computer Science (3-4 credits)</td>
<td>CSCI 1300 or equivalent</td>
</tr>
<tr>
<td>Social and Behavioral Sciences (3 credits)</td>
<td>One course in anthropology, communication, communication disorders, economics, education, political science, psychology, sociology, social work or public policy</td>
</tr>
<tr>
<td>Humanities (3 credits)</td>
<td>One course in the fine arts, literature, history or a foreign language</td>
</tr>
<tr>
<td>General Electives (3 credits)</td>
<td>One course from philosophy and theology, social and behavioral sciences or humanities</td>
</tr>
<tr>
<td>Cultural Diversity (3 credits)</td>
<td>Courses specified for the same requirement by the College of Arts and Sciences as well as certain additional courses offered by Parks College</td>
</tr>
</tbody>
</table>
Degrees and Programs

Degree in Aeronautics, with a Concentration in Flight Science-Professional Pilot

The Global Aviation degree program in Flight Science is offered jointly by the Madrid and St. Louis campuses through the Department of Aviation Science. The degree is professionally accredited by the Aviation Accreditation Board International (AABI).

Special medical requirements for admission to the program: Students must acquire a JAA/EASA class 1 medical prior to entering into the degree if they intend to transition to JAA/EASA. FAA class 2 medical required prior to beginning flight training in St. Louis, Missouri.

The program includes a freshman year in Madrid followed by three years of undergraduate education and flight training in St. Louis. While the University’s two-campus engineering programs educate students to become competent and disciplined flight science professionals, by studying for one year in Spain, students enrolled in the flight science program distinguish themselves in their profession immediately upon graduation through gaining a global perspective and developing their competency in Spanish, a language of increasing demand in the industrial field in the United States and elsewhere.

For more information about Global Aviation Degree with Concentration in Flight Science-Professional Pilot, please email:

• Saul Robinson (Aviation Science Department, Parks College of Aviation Science and Technology, St. Louis, Mo, USA): robinssd@slu.edu
• Taieb Gasmi (Division of Sciences & Engineering, SLU-Madrid Campus, Spain): tgasmi@slu.edu

Degree in Aeronautics, with a Concentration in Aviation Management and Flight Science-Professional Pilot

An aviation management degree is for those students who are interested in aviation as well as business and management. The coursework provides students a strong understanding of business administration coupled with skills and knowledge specific to the aviation industry. Graduates of the degree often go on to hold management positions in airlines or lead corporate flight offices.

All courses in Madrid are completely integrated with those offered in St. Louis. Students who begin the program at the Madrid Campus transfer to Parks College in St. Louis to complete the degree.

Saint Louis University’s Parks College of Engineering, Aviation and Technology and the SLU-Madrid Campus in Spain are the first to offer an internationally concentrated aviation management program of this kind.

SLU-Madrid offers the first two years of study of the 4-year Aviation Management with concentration in Flight Science-Professional Pilot degree in St. Louis, Missouri, USA.

More on the program is available at the SLU-Madrid website.
The Doisy College of Health Sciences

Doisy College of Health Sciences offers health care education at the baccalaureate, master’s, doctoral, and professional levels. Its programs and degrees include athletic training, clinical laboratory science, cytotechnology, food innovation and entrepreneurship, health informatics, health information management, health sciences, investigative and medical sciences, magnetic resonance imaging, molecular imaging and therapeutics, nuclear medicine and technology, nutrition and dietetics, occupational science and occupational therapy, physical therapy, physician assistant education, and radiation therapy.

The Madrid Campus offers the first two years of Doisy’s five-year Athletic Training program, which leads to both a Bachelor of Science in Exercise Science and a Master of Athletic Training. In addition, the Madrid Campus hosts a study abroad opportunities for students pursuing health sciences degrees.

All of the health sciences programs offered through Doisy are highly competitive. Prospective students interested in pursuing an undergraduate degree in health science should contact their admissions counselor or academic advisor for admissions and transfer requirements.

B.S. in Exercise Science/Master’s in Athletic Training

The Athletic Training program is designed as a five-year course of study. Students who begin the program as freshmen spend their first three years completing the required liberal arts and science prerequisite courses. Those who meet academic and professional behavior requirements continue into the professional phase of the program after their junior year. The two-year professional phase of the program includes coursework in human anatomy and kinesiology, clinical sciences, research and administration. Throughout this phase, students participate in clinical experiences each semester. Following graduation, the student must pass the Board of Certification examination to practice as a Certified Athletic Trainer (ATC).

Health Sciences Major (Pre-med Track)

The undergraduate major in health sciences prepares students for a variety of careers in health care. This degree is a path for students interested in entering a non-clinical, health-related field. It also offers a solid, scientific undergraduate education for students pursuing a pre-professional track (such as pre-medicine, pre-occupational therapy and pre-physician assistant) who wish to pursue an advanced degree in healthcare or research.

The School of Nursing

Accreditation: The School of Nursing is accredited by the Commission on Collegiate Nursing Education and is approved by the Missouri State Board of Nursing.

Bachelor of Science in Nursing (B.S.)

Students begin the nursing program at the Madrid Campus for their first two years of study and then transfer to St. Louis to complete their degrees.

Policies and Procedures

1. Special admission requirements: The School of Nursing requires an ACT composite score of 22 with subscores of 20 or higher; one year of high school courses in biology and chemistry; and a GPA of at least 3.0 for admission. CPR certification, current health forms, and satisfactory background check and drug screen must be validated before enrolling in nursing courses with a clinical component.

2. A grade of C- or higher is required for all prerequisite courses and a grade of C or higher is required in nursing courses to complete the degree; all of the required courses may be repeated only one time.

3. Students in the School of Nursing must repeat all required courses if a grade of D is received. Both the initial grade of D and the grade earned by repeating the course are considered in calculation of the student’s grade point average. Required courses may be repeated only one time. Students are subject to dismissal for failure to achieve a minimum grade of C when repeating a course.

4. Students must receive a grade of C or higher and satisfactorily fulfill clinical objectives and laboratory objectives in order to satisfactorily complete all nursing courses with a clinical component. If a student receives an unsatisfactory for the clinical component and receives an average of C or higher for the theory component, a final grade of D will be assigned for the course. If a student receives an unsatisfactory for the clinical component and receives an average below a C for the theory component, a final grade of F will be assigned.

5. Students in the School of Nursing may not elect the Pass/No Pass option for any curriculum or upper-division course requirements.
Bachelor’s Degree Requirements for Nursing

Nursing students must consult with their advisor before registering for classes. Certain required classes are completed at the School of Nursing in St. Louis. For detailed information, see the Saint Louis University catalog.

General Degree Requirements (a minimum of 128 credits—66 credits in nursing—is required for graduation):

- **Humanities (21 credits):** ENGL 1900 (3 credits), ENGL 2xxx or 3xxx (any, 3 credits), HIST (any, 3 credits), ART, ARTH, MUSC or THR (3 credits), PHIL 1050 (3 credits), THEO 1000 (3 credits), Ethics (PHIL 2050 or 3360, 3 credits)

- **Social Behavior Sciences (9 credits):** PSY 1010 (3 credits), SOC (any, 3 credits), NURS 1430 (3 credits)

- **Research Methodology (3-4 credits):** STAT 1100 or PSY 2050

- **Natural Sciences (14 credits):** CHEM 1110/1115 or 1120/1125 (4 credits), ANAT 1000 (3 credits), PPY 2540 (4 credits), BLS 2100 (3 credits)

- **Interprofessional Education (9 credits):** IPE 1100 (1 credit, satisfies 1 credit of Nursing electives), IPE 3500 (3 credits), IPE 4200 (3 credits), IPE 4900 (2 credits)

- **Nursing (66 credits):** NURS 1400 (1 credit, satisfies 1 credit of Nursing electives), NURS 2500 (3 credits), NURS 2510 (3 credits), NURS 2520 (3 credits), NURS 2700 (2 credits), NURS 3100 (2 credits), NURS 3200 (3 credits), NURS 3330 (3 credits), NURS 3360 (4 credits), NURS 3370 (2 credits), NURS 3430 (4 credits), NURS 3440 (4 credits), NURS 3460 (4 credits), NURS 3470 (4 credits), NURS 3480 (3 credits), NURS 3490 (4 credits), NURS 4100 (2 credits), NURS 4150 (2 credits), NURS 4200 (4 credits), NURS 4300 (2 credits), NURS 4350 (4 credits), NURS 4400 (1 credit), NURS 48xx (2 credits)

- **Electives (5 credits):** General studies or nursing elective

School for Professional Studies - Online Degree Programs

As a Jesuit institution, Saint Louis University has a longstanding, nearly 200-year-old tradition of serving students of all ages. The University enhanced its focus on adult students in 1963 when it launched one of the first schools in the United States dedicated to adult learners. Since then, the School for Professional Studies (SPS) has evolved into one of the most innovative, adult-focused programs in the country.

The School of Professional Studies offers bachelor’s and master’s degrees, as well as certificates and minors, many of which can be completed online and are thus accessible from anywhere in the world. The flexible, accelerated schedule gives students the option to start at anytime and to earn over 30 credits per year.

Adult students residing in Madrid have the option of enrolling in “on-ground” courses at the Madrid Campus that can be applied to School of Professional Studies online degrees and programs, including English language preparation and liberal arts core requirements. Prospective students should follow the application procedures and requirements set by the Madrid Campus.

Undergraduate students at the Madrid Campus have the opportunity to earn the B.S. in Computer Information Systems through combining traditional on-ground courses in Madrid with online courses with SPS. In addition, SPS offers the following programs completely online:

- B.A. in Criminal Justice & Security Management
- B.A. in Education / Teacher Certification Programs
- B.A. in General Studies
- B.A. in Organizational Studies
- B.S. in Aeronautics: Aviation Management Concentration
- B.S. in Nursing – R.N. to B.S.N.
- B.S. in Organizational Leadership & Technology
- B.S. in Social Work
- M.A. in Leadership & Organizational Development
- M.S. in Organizational Informatics
Stand-alone certificate programs and minors are also available online through SPS:

- Contemporary Adult Spirituality
- Contract Management
- Criminal Justice
- Hospitality Management
- Industrial Psychology
- Nurse Case Management
- Organizational Leadership
- Project Management
- Security Management
- Security Management Technology
- Strategic Communications

Prospective students wishing to enroll in these programs of study should follow the application procedures and requirements set by the School of Professional Studies, available at http://SLUonline.com.

The College for Public Health and Social Justice

Saint Louis University’s College of Public Health and Social Justice is the only Jesuit and Catholic school of public health in the U.S. Accredited by the Council on Education for Public Health, and dedicated to the Jesuit mission, the public health program fosters leaders who will immediately impact their community both locally and globally.

Bachelor of Science in Public Health

The Bachelor of Science in Public Health prepares students to work in a variety of areas in public health. The curriculum includes liberal arts (40 credits), science (11 credits) and community health (39 credits) courses. Service learning is an important component of the degree.

College for Public Health and Social Justice – Madrid/St. Louis Programs:

- Bachelor of Science (B.S.): Health Management, Health Information Management, and Public Health with Pre-med track
- Master of Science (M.S.): Health Administration

Students interested in pursuing a B.S. in Public Health have the option of beginning the degree program at the Madrid Campus, where they complete their first two years of study. Upon completion of the first two years of study, degree-seeking students transfer to the St. Louis Campus for their junior and senior years. Students may also apply to the accelerated 4+1 program at the St. Louis Campus at the end of their junior year. This program allows students to complete their Master’s in Public Health with one additional year of study after their bachelor’s degree.

Complete degree requirements for the B.S. in Public Health, including the Medical Scholars Track, the Pre-Med Track, and the 4+1 Accelerated B.S./M.P.H. Program are listed in the School of Public Health’s Undergraduate Student Handbook. Students should note, however, that because both the B.S. and B.S./M.P.H. require students to take courses at the 5000 level, strict GPA requirements are enforced:

1) Students must maintain an overall GPA of 2.5.
2) Student must maintain a GPA of 3.0 in public health (CMH and HMP) coursework to remain in good standing.
Minors

Minors complement the majors and fulfill degree requirements for degrees offered by the College of Arts and Sciences. The Madrid Campus offers all required courses for the minors listed below.

Art History Minor Requirements

18 credits of art history courses (at least 9 credits must be at the 3000/4000-level) including:

- An introductory course: ARTH 1000, ARTH 1010, ARTH 111, ARTH 112 (3 credits)
- Three art history electives. The electives must be chosen to cover three out of the five following periods: Ancient, Medieval, Renaissance/Baroque, 18th Century/19th Century, 20th Century/21st Century (9 credits)
- Studio art or any 3000/4000-level art history elective (3 credits)
- ARTH 4900 Capstone Research or any 4000-level course (3 credits)

Business Administration Minor Requirements

30 credits of coursework, including:

- Required courses (24 credits):
  ACCT 2200 Financial Accounting
  ACCT 2220 Managerial Accounting
  OPM 2070 Introductory Business Statistics
  ECON 1900 Principles of Economics
  FIN 3010 Principles of Finance
  MGT 3000 Management Theory and Practice
  ITM 2000 Intro to Information Tech. Management
  MKT 3000 Introduction to Marketing Management
- Elective courses, two chosen from the following (6 credits):
  OPM 3050 Introduction to Management Sciences and Operations Management
  ECON 3120 Intermediate Macroeconomics*
  ECON 3140 Intermediate Microeconomics*
  IB 2000 Introduction to International Business
  MGT 2000 Legal Environment of Business

*Note: Economics majors who pursue the Business Administration minor may not use either ECON 3120 or ECON 3140 to fulfill their elective requirements.

Communication Minor Requirements

21 credits of communication courses, including:

- Two introductory courses:
  CMM 1000 (3 credits)
  One 2000-level CMM course from: 2000, 2400 or 2800 (3 credits)
- Five communication electives, at least 2 of which must be at the 3000/4000 level (15 credits)

Computer Science Minor Requirements

20 credits of computer science and mathematics courses, including:

- CSCI 1010 Introduction to Computer Science: Principles (3 credits)
- CSCI 1300 Introduction to Object Oriented Programming (4 credits)
- CSCI 2100 Data Structures (4 credits)
- CSCI 2300 Object-Oriented Software Design (3 credits)
- CSCI 2400 Computer Architecture (3 credits)
- MATH 1660 Discrete Mathematics (3 credits)

Economics Minor Requirements

21 credits of economics courses, including:

- Introductory coursework: ECON 1900, ECON 3010, ECON 3120, ECON 3140 (12 credits)
- Three economics electives beyond ECON 1900, 3120 and 3140 (9 credits)

English Minor Requirements

18 credits of English courses. One 2000-level and one 3000-level course simultaneously fulfill the liberal arts core requirements.

- One 2000-level course (3 credits)
- Four 3000-level courses (12 credits) to be chosen from the following areas:
  - Culture and Critique: ENGL 3500/3560/3600/3610
  - Form and Genre: ENGL 3060/3220
  - History and Context: ENGL 3250/3260/3310/3350
  - Rhetoric and Argumentation: ENGL 3760
- Any English course at the 4000 level. (3 credits)
**History Minor Requirements**

15 credits of history courses beyond HIST 1110 and HIST 1120, including:

- At least one course in three of the following four areas:
  - United States
  - Europe before 1500
  - Europe since 1500
  - Non-western, including Asian, African or Latin American history
- At least one of these courses must be a 4000-level seminar.

**Ibero-American Studies Minor Requirements**

18 credits of Ibero-American-related courses from the following areas:

- History: 6-9 credits (minimum 3 credits of Spanish history; 3 credits of Latin American history)
- Social sciences and humanities: 6-9 credits (minimum 3 credits of Iberian studies and 3 credits of Latin American Studies). One of these courses must be either POLS 2570 or ECON 3790.
- Language and literature: 3-6 credits of Spanish literature, Latin American literature, or Portuguese. A minimum of 3 credits must be taken from Latin American literature or Portuguese
- Participation in a pre-approved experiential learning activity in or related to Ibero-America.

The language of instruction for at least one of the courses in the fields of history, humanities and social sciences must be Spanish.

Students must complete at least 12 of the 18 required credits on the Madrid Campus.

**Mathematics Minor Requirements**

*Mathematics Minor*

21 credits of mathematics courses, including:

- MATH 1510 Calculus I (4 credits)
- MATH 1520 Calculus II (4 credits)
- MATH 2530 Calculus III (4 credits)
- MATH 2660 Principles of Mathematics (3 credits)
- MATH 3120 Introduction to Linear Algebra (3 credits)
- One further course in upper-division mathematics

**Engineering Mathematics Minor**

24 credits of mathematics courses, including:

- MATH 1510 Calculus I (4 credits)
- MATH 1520 Calculus II (4 credits)
- MATH 2530 Calculus III (4 credits)
- Four upper-division courses in subjects related to engineering (12 credits):
  - MATH 3110 Linear Algebra for Engineers (3 credits)
  - MATH 3550 Differential Equations (3 credits)
  - MATH 4880 Probability and Statistics for Engineers (3 credits)
  - MATH 3270 Advanced Mathematics for Engineers (3 credits)
  - MATH 4310 Introduction to Complex Variables (3 credits)
- Other upper-division mathematics courses may count towards the engineering mathematics minor, subject to approval.

**Middle East Studies Minor Requirements**

22 credit hours of courses in various subject areas related to Middle East Studies.

- 16 credits of approved courses. Other courses with a majority of material related to the Middle East may count toward the minor with the approval of the program director.
- 6 credits of Arabic or qualification of competency in Arabic. If language competency is verified, the student is exempt from taking languages courses, but must choose one additional 3-credit elective from the list of approved courses. Students who desire to study a different language of importance to the region are invited to consult with the program director.
- Capstone research presentation and project.
Modern Languages & Intercultural Communication Minor
Requirements
18 credits, including:
- CMM 3300 Intercultural Communication (3 credits)
- One of the following: ENGL 4110, FREN 4110, GR 4110, SPAN 4110 or PSY 4270 (3 credits)
- Portuguese or Spanish at the 3000 (B2) level or higher (6 credits)
- Second foreign language: Arabic, Chinese, French, German, Portuguese or Spanish at the 1000 (A2) level or higher (6 credits)
- Capstone project or official language exam certification

Performing Arts Minor Requirements
18 credits of performing arts courses, including:
- THR 1010 Introduction to the Performing Arts (3 credits)
- One concentration requirement course (3 credits):
  DANC 2630 Modern Dance/Modern Movement
  MUSC 1000 Approaching the Arts (Music)
  MUSC 1100 Music Fundamentals
  THR 3500 Playscript Analysis
- Courses in at least two of the three disciplines (10 credits). At least 4 credits must be covered by group performance courses, marked with an asterisk. Note that concentration requirement courses above outside of the student’s concentration may be taken to fulfill this requirement:
  DANC 2650 Spanish Dance* (3 credits)
  DANC 2660 Latin Rhythms & Dance* (2-3 credits)
  DANC 2670 The New Flamenco Experience* (2 credits)
  DANC 2680 Advanced Latin Rhythms & Dance* (1-2 credits)
  DANC 3680 Advanced Spanish Dance* (1-2 credits)
  MUSC 2010 Applied Music (Voice) (1-2 credits)
  MUSC 2020 Applied Music (Piano) (1-2 credits)
  MUSC 2030 Applied Music (Guitar) (1-2 credits)
  MUSC 2930 Instrumental Coaching (1-3 credits)
  MUSC 3420 University Chorale* (1 credit)
  THR 2510 Acting I (3 credits)
  THR 2400 Page to Stage (3 credits)
  THR 3560 Theatre Workshop (repeatable, up to 3 credits)*
- Capstone: DANC 4980, MUSC 4980 or THR 4980 - Final Performance Project (2 credits)

Philosophy Minor Requirements
18 credits of philosophy courses, including:
- PHIL 1050 Historical Introduction to Philosophy (3 credits)
- PHIL 2050 Ethics (3 credits)
- Philosophy electives at the 3000/4000 level (12 credits)

Political Science Minor Requirements
18 credits of political science courses, either in a General Track or an International Relations Track.
General Track:
- 9 credits in three of the four major subfields of political science
  American Politics
  Comparative Politics
  International Relations
  Political Thought
- 9 credits of political science electives

International Relations Track:
- 9 credits in international relations coursework
- 9 credits of political science electives

Psychology Minor Requirements
18 credits of psychology courses, including:
- 3 credits of introductory coursework: PSY 1010 (with grade of C or better in order to be admitted to the minor)
- 3 credits of Cognitive Neuroscience: PSY 3100-3190, 4100-4190, or 4710
- 3 credits of Developmental Psychology: PSY 3200-3290, 4200-4290, or 4720
- 3 credits of Social/Personality Psychology: PSY 3300-3390, 4300-4390, or 4740
- 3 credits of Applied Psychology: PSY 3400-3490, 4400-4490, or 4730
- 3 credits of Psychology elective at the 3000/4000-level
Spanish Minor Requirements

18 credits of Spanish courses, including:

- SPAN 3010, SPAN 3020, SPAN 3030, SPAN 3040 (12 credits)
- Upper-division courses in Spanish or Latin American Literature, Spanish or Latin American Contemporary Civilization and Culture, or one from each category (6 credits)

All Spanish courses to be counted toward the minor must be completed with a grade of C or higher.

Studio Art Minor Requirements

21 credits of studio art and art history courses, including:

- Art Foundations Core (12 credits)
  ART 2000 Drawing I
  ART 2100 Design
  ART 2120 Three Dimensional Design (or approved equivalent)
  ART 2150 Color Theory
- One course in art history (3 credits)
- Two 2000-level studio art courses outside of the Art Foundation Core or a 2000-level and a 3000-level course in one medium (6 credits)

Theological Studies Minor Requirements

15 credits in theology, In addition to the core requirement of THEO 1000 Theological Foundations:

2000-level theology courses (6 credits)
3000-level theology course (3 credits)
4000-level theology course (3 credits)
3000- OR 4000-level theology course (3 credits)

Internships

The Madrid Campus provides qualified juniors and seniors with the opportunity to participate in internships, allowing them to put their classroom learning to use in a professional setting. Credit internships are offered in art history, communication, English, honors, international business, international studies and political science; credit practicums are offered in psychology. Students must meet all requirements, which are detailed on the Career Services webpage.

Honors Program

The University Honors Program offers eligible students the opportunity to develop an individual course of study that complements their undergraduate major, leading to an honors degree in that discipline. Undergraduates from any of the schools and colleges at Saint Louis University can successfully pursue an honors degree through the University Honors Program.

By providing honors sections of many core courses, innovative upper-level seminars, and the opportunity to earn honors credit in a variety of ways, the program offers students special opportunities and challenges, creating and intensifying the intellectual and cultural experience of their undergraduate education.

Students who complete the Honors Program earn an Honors Bachelor of Arts or an Honors Bachelor of Science degree in their discipline, a distinction beyond the traditional awards of summa cum laude, magna cum laude and cum laude, which are awarded only for grade point average.

Students are invited to apply to the Honors Program prior to their first term of study. Students who have completed fewer than 45 hours towards graduation and hold a cumulative GPA of 3.5 or higher may also apply for admission to the program.
Degrees and Programs

English Language Programs

The English as a Second Language program provides (a) English language assessment of incoming international students for academic placement, and (b) supplementary courses to meet the English proficiency needs of students during their first year of study.

The Intensive English Program is designed to assist students who are not yet prepared to take academic content classes in English. Academic English and basic study skills are taught at the intermediate and advanced levels. Students in the advanced levels may be granted permission to enroll in courses that award them credit towards their degrees.

Any student who does not provide evidence of language proficiency (TOEFL 550; TWE 4.0, or equivalent) is required to enroll in the ESL/EFL program. The Test of English as a Foreign Language (TOEFL) is administered each semester.

Studying Abroad from Madrid

Both U.S. and international students completing their degrees in Madrid are encouraged to expand their horizons by participating in study abroad opportunities, including transferring to the St. Louis Campus for a semester. The Madrid Campus is affiliated with AAICU (Association of American International Colleges and Universities) and has established partnerships with universities around the world.

Besides rendering advice on diverse international opportunities, the study abroad counselors both in St. Louis and Madrid provide assistance to students about policies and procedures governing study abroad, pre-departure orientations, and other travel sources. All credits taken in a program abroad must be approved before the student’s participation in the program of choice.

Study Abroad Programs

The Madrid Campus’ course offerings permit students to earn credits towards their degrees in Spain. Each semester and during the summer sessions, the campus is home to students from colleges and universities across the United States and around the world. The variety of courses available enables students to create their own program of study, while fulfilling their home university’s requirements in Madrid.

The Madrid Campus is completely integrated into the University’s re-accreditation as well as that of its colleges and schools, including AACSB (Business), ABET (Engineering), the Commission on Collegiate Nursing Education, and more. Thus, students who otherwise may not have the opportunity to gain an overseas experience, including those in the health sciences, engineering and business, are able to spend a semester or two in Spain. The Campus also supports faculty-led programs for groups of students.

There is no Spanish language requirement for studying at the Madrid Campus. All visiting students whose native language is not Spanish are strongly encouraged to enroll in at least one Spanish language course. For courses taught in Spanish, students are required to have fulfilled the prerequisite courses or equivalent listed in the course description. Visiting students whose native language is not English are required to demonstrate that they have fulfilled the University’s English language requirements.

Students who do not have legal residence in the European Union need to apply for a student visa in order to study at the Madrid Campus during the regular academic semester (fall or spring); to be eligible for residence in Spain, they also must maintain full-time status through enrolling in 12 or more credits.
ACADEMIC POLICIES AND PROCEDURES

Academic Integrity

Academic integrity is honest, truthful and responsible conduct in all endeavors. Saint Louis University is a community of learning in which integrity and mutual trust are vital. Since the mission of the University is “the pursuit of truth for the greater glory of God and for the service of humanity,” acts of falsehood violate its very reason for existence. They also demean and compromise the activities of teaching, research, health care and community service that are its primary mission. Since the University seeks to prepare students and faculty for lives of integrity and occupations of trust, it regards all acts of academic dishonesty as matters of serious concern. This policy was adopted Spring 2015; to access the full policy including definitions of violations, processes for reporting violations, sanctions, and appeals, see the Academic Affairs website: http://www.slu.edu/the-office-of-the-provost/academic-affairs-policies.

Academic Transcript Policy

Saint Louis University grants degrees that build on previous academic work at other educational institutions. In order to ensure the integrity of the University’s degrees, the University requires that all previous or concurrent academic work be documented with official transcripts received in a sealed envelope and that those transcripts be authenticated. The University Registrar is ultimately responsible for verifying the authenticity of all transcripts received by Saint Louis University from other educational institutions.

Accommodation for Students with Disabilities

Saint Louis University - Madrid Campus is committed to providing equal educational access for all of its students by ensuring that students with documented clinical or medical disabilities receive reasonable accommodations that support effective participation in all aspects of the educational experience. Students, faculty and staff are welcome to obtain information regarding disability services on the Madrid Campus website. In general, students with documented clinical or medical disabilities who anticipate needs for accommodations are encouraged to contact the Madrid Campus Disability Services at the earliest opportunity and must do so in order for the Madrid Campus to consider and recognize the need for reasonable accommodations. All inquiries about the availability of reasonable university-related accommodations are kept confidential and should be addressed to the Disability Services Coordinator at 915 54 5858, ext. 230; or by email to disabilityservices-madrid@slu.edu.

Advanced Placement

Saint Louis University welcomes the transfer of an unlimited number of college credits earned during high school. Generally, these credits take the form of Advanced Placement (AP) and the International Baccalaureate (IB) programs. An academic advisor will determine which credits are transferable to the University and how those credits will apply towards a student’s degree. Score reports and college transcripts should be submitted to the Office of Admissions as soon as possible following confirmation of enrollment and before the start of the fall semester. In some cases, the receipt of a student’s official score reports and college credit transcripts may not occur before the beginning of the academic year. For this reason, students are strongly encouraged to maintain their own unofficial listing of college credits earned during high school and to bring this information to the attention of their academic advisor in order to register for the appropriate courses.

Attendance Policies

Attendance policies vary according to academic department and our outlined on course syllabi. Generally speaking, however, attendance at all lectures and labs is compulsory. Professors may lower grades or fail students for the semester if they have too many unaccountable absences.

Certification of Student Status

Official verifications of enrollment are available free of charge from the Registrar’s Office. Students may visit the Registrar’s Office to make the request or they may email: registrar-madrid@slu.edu. The certifications are normally completed within 24 hours. Students are required to be registered before requesting a certification that states they are current students. In addition, they must not have transcript holds on their accounts. The holds must be released before the certifications can be issued.

Change of Grade

All changes of assigned grades are subject to a statute of limitations of one year from the end of the term in which the course was completed. Appeals of this statute of limitations may be made to the Academic Dean in writing by the student and faculty involved providing substantive documentation of the reasons for the appeal.
Credits and Semester Hours

Each class carries a number of credits that reflects the number of hours that the class meets per week and the corresponding attainment of intended learning outcomes. Most classes carry three credit hours. Some, with required laboratories, carry four; others (music lessons, first-year engineering, for example), one or two.

For classroom and/or direct faculty instruction, one semester hour of credit is awarded for the attainment of intended learning outcomes resulting from 1) student engagement in 50 minutes of classroom or direct faculty instruction and 2) student completion of a minimum of two hours of out-of-class student work each week for approximately 15 weeks.

For experiential learning (laboratory work, studio work, internships, practica and related educational experiences), one semester hour of credit is awarded for the attainment of intended learning outcomes resulting from student engagement in three hours educational activity each week for approximately 15 weeks.

Classification

Students’ classification is calculated on the basis of completed credit hours. Classification rankings are defined as the following:

- Freshman: Less than 30 credit hours
- Sophomore: 30 or more credit hours, but less than 60 credit hours
- Junior: 60 or more credit hours, but less than 90 credit hours
- Senior: 90 or more credit hours

Saint Louis University courses must be graded to be considered completed credit hours. Transfer credit hours are included in the definition of completed credit hours.

Credit by Assessment through American Council on Education (ACE)

Students may receive credit for courses evaluated and approved for college credit by the American Council on Education (ACE).

Listings of ACE approved courses and credit recommendations are contained in two publications: *A Guide to the Evaluation of Educational Experiences in the Armed Forces* and *The National Guide to Educational Credit for Training Programs*. Credits received are subject to the same policies as those of any other transfer credit.

Students who are active military or reservists and participated in off-duty, voluntary education programs of the Department of Defense, may receive credit for coursework taken while active military or in reserves.

Credit by Exam

Students may earn credit by exam only through qualifying scores on the following examinations:

- Cambridge International A Level
- College-Level Examination Program (CLEP)
- College Board Advanced Placement (AP)
- Health Education Systems, Inc. (HESI)
- International Baccalaureate (IB)

An examination for credit cannot be taken while enrolled in, after enrollment or after withdrawing from the course in which the examination for credit is requested.

For the most up-to-date listing of academic department approved qualifying scores visit: www.slu.edu/services/registrar/ap_clep.php.

The Office of University Registrar may award credit only upon receipt of official results directly from the testing service.

Credit for Courses Taken at Other Institutions

Students currently enrolled at Saint Louis University who wish to take courses at another institution must have prior approval from the Academic Dean or an academic advisor to ensure that credits earned fulfill major and degree requirements.

No more than 12 semester hours of credit earned between the end of the Saint Louis University spring semester and the start of the Saint Louis University fall semester of any one year may be credited toward a degree from Saint Louis University.

Upon completion of the course taken at another institution, the student should inform the Academic Dean’s office and must arrange for an official transcript of credits and grades to be sent to the Office of the Registrar. If the grade received is a letter grade of C or above, the credit is accepted by Saint Louis University.

Dean’s List

To qualify for the Dean’s List students must:

- Have a minimum semester grade point average of 3.70
- Complete at least 12 hours of graded course work during the semester for which the honor is designated.

Note: The Dean’s List may be published due to Saint Louis University defining it as directory information under the Family Educational Rights and Privacy Act (FERPA). For more information see: ferpa.slu.edu.
Examinations

Mid-semester Examinations: Faculty administer interim or midterm examinations during the regularly scheduled class meeting time. A request to postpone or reschedule interim or midterm examinations may be granted at the discretion of the instructor.

Final Examinations

1. The last examination in a course must be given during final exam week; the Dean must approve exceptions. Faculty will administer final examinations according to the schedule for final examinations found at http://www.slu.edu/madrid/academics/registrar/final-exam-schedule.

2. If a student has three final examinations scheduled for the same day, a request to postpone the examination scheduled in the middle may be made. Faculty will give every consideration to the student’s request.

3. An advance authorization for deferring the taking of a final examination may be given, but only rarely and for serious reasons (e.g., medical or religious). The student must request the deferral in writing in advance of the final and receive permission from the instructor. The Dean’s Office must also be notified.

4. If a student is absent from a scheduled final examination but has made prior arrangements with the instructor, the course grade will be computed with grades of 0 for all missed exams and assignments. Changes of grade must be submitted within 30 days of the end of the semester or session.

Financial Holds

Any student who is in arrears to the University for either tuition or housing in the course of the semester will be so notified, with the indication that failure to make payment according to an acceptable financial plan jeopardizes the student’s continued enrollment.

Students who are in arrears to the University on the final class day of a given semester for any part of either tuition or housing – and who have not prior to that date worked out a detailed financial payment plan that is acceptable to the Office of Finance – will have for the following semester any registration and housing assignments withdrawn.

In order for a student to be able to register or request a housing assignment for the following semester, he/she must have settled all debt to the University or must have worked out a detailed financial plan that is acceptable to the Office of Finance.

Grade Point Average (GPA)

The cumulative grade point average (GPA) is determined by dividing the total quality points earned by the total GPA hours attempted, and rounding at two digits to the right of the decimal point.

All grades for which quality points are indicated in the Grading Scale are included in the cumulative GPA, except:

1. Grades for courses below the 1000 level.
2. Grades for excluded repeat courses.

Note: Courses transferred from other colleges or universities do not have quality points assigned and therefore do not apply toward a student’s GPA.

Grade Reports

Midterm Grades

All instructors of undergraduate courses must submit midterm grades for all students at the prescribed time and based on the work done at that point. Students may access their midterm grades via Banner Self-Service. Eight week or shorter courses do not issue midterm grades.

Final Grades

Final grades are accessible by students via Banner Self-Service. Students may also request an official copy of their final grades via Banner Self-Service. The official transcript will be mailed to the address selected by the student.

Grading Scale

The undergraduate grading system at Saint Louis University follows a 0.00-4.00 point scale. Quality Points for grades are assigned as follows:

- A..........................................................4.00
- A- ........................................................3.70
- B+ .......................................................3.30
- B..........................................................3.00
- B- ........................................................2.70
- C+ .......................................................2.30
- C..........................................................2.00
- C- ........................................................1.70
- D..........................................................1.00
- F..........................................................0.00
The following grades are not awarded quality points and therefore are not calculated in students’ cumulative grade point average.

- P .......................................................... Pass
- NP ....................................................... No Pass
- S ....................................................... Satisfactory
- U .......................................................... Unsatisfactory

The following course statuses are recorded on the academic transcript, but are not grades. There are no quality points associated and therefore have no impact on students’ cumulative grade point average.

- AU .......................................................... Audit
- I .............................................................Course work incomplete
- IP .......................................................... In Progress
- W ........................................................... Withdrawal

The In-Progress (IP) status is valid only for the following field-based courses: Clerkship, Clinical, Internship, Practicum, Preceptorship.

Graduation (Latin) Honors

Graduation honors will be awarded according to a student’s cumulative Grade Point Average as follows:

- Summa cum laude: 3.90 and greater
- Magna cum laude: 3.70 and greater, but less than 3.90
- Cum laude: 3.50 and greater, but less than 3.70

Students must complete 60 earned credit hours through Saint Louis University in order to be eligible to graduate with honors.

Final determination of honors and cumulative grade point averages will be made at the time of degree conferral.

Note: For the purpose of complying with timelines for commencement and related publications, tentative honors may be calculated based on the cumulative grade point average at the end of the previous completed term.

Graduation Requirements

The general requirements for earning a baccalaureate degree are as follows:

1. Satisfactory fulfillment of the lower- and upper-division course requirements within each college or school
2. Completion of no fewer than 120 semester hours of credit
3. Overall grade point average of 2.00 (see GPA definition for more information)
4. Courses below the 1000 level do not count toward graduation
5. 30 of the final 36 credit hours must be completed through Saint Louis University or an approved study abroad program
6. The following percentages of credit hours must be completed through Saint Louis University within a field of study:
   a. At least 50% of a major must be completed through Saint Louis University or an approved study abroad program
   b. At least 75% of a minor must be completed through Saint Louis University or an approved study abroad program
   c. At least 75% of a concentration must be completed through Saint Louis University or an approved study abroad program
7. Students must submit an application to graduate before the end of the add/drop period of the semester in which graduation is intended.

Saint Louis University will award a degree if all requirements are met prior to the published semester/term conferral dates.

The awarding of a degree will be deferred to the next published conferral date if any requirements are fulfilled by a course that either begins or ends after published conferral date.

The one exception is, per the Incomplete Course policy, courses with approved extensions for a graduating student must be completed and graded within 30 calendar days of the published conferral date.

Application for Graduation

A degree candidate must submit a completed “Graduation Application” form, available online through Banner, before the end of the first week of the semester or session in which graduation is intended. Students must be in good academic standing to file the application.

Degree Conferral Dates

The official conferral dates for 2016-17 are the following:

- Fall 2016 Degree Conferral: Saturday, December 17, 2016
- Spring 2017 Degree Conferral: Saturday, May 20, 2017
- Summer 2017 Degree Conferral: Wednesday, August 16, 2017

Note: Per the Graduation Requirements policy, students must file an application to graduate before the end of the add/drop period of the semester in which graduation is intended.

Degree Deferral

Students who, having submitted an application for degree in a given semester or session, wish to defer their degree conferral to a later semester or session, must inform the Advising Office before the end of the semester or session.
Participation in Madrid Commencement

Students qualified to participate as “graduates” are those who are completing their degree at the end of a given semester or session and who, having submitted an online “application for degree,” have been approved by the Madrid Campus Academic Dean for degree conferral.

Students who have completed all graduation requirements by December and who otherwise would have been qualified to participate in the December graduation ceremony may choose instead to participate in the following May graduation ceremony. For more information on specific details (invitations, caps and gowns, etc.), contact the Student Life Office.

Student Responsibility for Degree Completion

Students should discuss their specific degree requirements with their advisors throughout their academic careers. While an advisor is to be of help to a student in planning and confirming the student’s progress toward graduation, ultimately it is the student’s responsibility to be aware of the requirements for graduation and the number of credits he or she has completed toward graduation.

When the Madrid Campus announces a change in program or degree requirements, students follow the original requirements in place during their first semester of study as a registered student at Saint Louis University. The Academic Dean, by exception, may allow a student to complete the new program or degree requirements immediately. The Academic Dean may require a student who has not been continuously enrolled at Saint Louis University to complete the new program or degree requirements.

Incomplete Course

To receive additional time to complete courses students must:

1. Submit a Petition for Course Extension (Incomplete) form and
2. Receive approval by the instructor.

Students must complete the course work by the approved deadline, which cannot be longer than one year after the course’s final grades were due.

Two exceptions are: 1) Incomplete courses in prerequisite courses must be completed and graded prior to the first meeting for which the course is a prerequisite; and 2) Incomplete courses for a graduating student must be completed and graded 30 calendar days after the conferral date.

An incomplete course will be awarded a grade of F, by the Office of the University Registrar, if the course is not completed by the approved deadline.

Inter-University Program Registration

Saint Louis University students may cross-register for undergraduate courses at other institutions included in the Inter-University agreements under the following conditions:

1. The student is full-time and in good academic standing.
2. The course is not available at Saint Louis University.
3. The course is required or recommended for the student’s major or minor (including prerequisites).
4. The course is approved by the Saint Louis University advisor, department chair and dean.
5. Tuition for the course is paid to Saint Louis University at its rates.
6. Grades earned under these conditions will be computed into the student’s semester and cumulative GPAs.

Students from other institutions cross-registering for undergraduate courses at Saint Louis University must be full-time and in good standing at the other institution.

Intra-University Transfer

An application form for Intra-University Transfer is to be filed with the academic advisor when a student plans to transfer to the St. Louis Campus. The student will be notified of acceptance to the new program.

Leave of Absence

A leave of absence offers students the opportunity to leave Saint Louis University temporarily, no longer than one calendar year, and return without reapplying through admission. For students to be placed on a leave of absence they must:

1. Submit completed Petition for Leave of Absence and
2. Receive approval by their college or school.

During the leave of absence, students:

1. Retain the graduation requirements from the Undergraduate Catalog of their year of admission,
2. Retain their SLU email account, access to mySLU.slu.edu and access to the libraries,
3. Do not have enrollment status for purposes of health insurance or federal loan deferment,
4. Are not eligible to reside on campus, attend classes or participate in extracurricular campus activities.
A leave of absence may be requested only for future terms. If a student is withdrawing from the current term after the add/drop period please see the Withdrawal policy.

International students must consult with the Office of Student Life concerning conditions of their residency cards.

Unless approved, students attending another institution will have their leave of absence revoked and therefore will be required to reapply to Saint Louis University in order to return.

Registration Policies and Procedures

The registration period for the fall semester begins the previous April, and registration for spring semester begins in November. Students should consult the academic calendar, be in contact with their advisors and register early.

Students may make changes to their registration online in Banner Self-Service through the tenth day of classes. These changes should be made in consultation with an academic advisor. After the add/drop date has passed, no registration changes may be made online. In these cases, students must contact their advisors, or the Office of the Registrar, for the appropriate form.

New degree-seeking students should contact the first-year academic advisor (advising-madrid@slu.edu) for help in planning their schedules. Continuing students and those visiting from the St. Louis Campus should meet with their academic advisors and should then register online in Banner Self-Service. Students visiting from other universities should consult with their home-school academic advisors to plan their schedules. Once they have done so, they may register online and email the Registrar (registrar-madrid@slu.edu) if they have questions. The Schedule of Classes and all information related to the registration process are available online.

Audit of Course

To enroll in a course on audit basis students must:

1. Submit completed Petition for Course Audit and
2. Receive approval by their college or school.

Students will be charged at the standard per-credit rate for courses taken on an audit basis.

Students will not receive academic credit for a course taken on an audit basis and therefore the course will not count toward attempted credits, earned credits or graduation requirements.

Enrollment in audit courses will be indicated on academic transcripts as an AU.

If the conditions authorized in the Petition for Course Audit are not met, the instructor may request an authorized withdrawal of the student.

A course registered for credit may be changed to audit only through the last day of the add/drop period.

A course registered for audit may be changed to credit only through the last day of the add/drop period.

Changes of Registration

The deadline for dropping a class without a W appearing on the transcript is scheduled according to the Academic Calendar. After the deadline, a change of registration form must be submitted to withdraw from a course.

When a student fails to complete a Change of Registration form and withdraws without authorization from a course or the University, the course grade will be F. This grade negatively affects GPA.

Course Withdrawals

The deadline to drop a course without a W appearing on the transcript will be the tenth day of class for full semester courses. See the Academic Calendar online.

- During the first ten days of classes students are able to add/drop individual courses through Banner Self-Service.
- After that, students must use the Change of Registration Form and receive permission from their academic advisor.

The period to withdraw from a course is from the end of the add/drop period until the sixth week for full semester courses. See the Academic Calendar online for the specific deadlines. During this period courses will be marked with a W on the transcript.

For students intending to drop/withdraw all courses see the policy for Withdrawing from the University for additional information.
Full-time Student Status

Full-time status is defined as follows:

Undergraduate students: 12-18 credit hours per semester
Graduate students: 6 or more credit hours per semester
ESL students: 12-18 credit hours per semester

Note: Visiting students are permitted to count only one online course (3 credits) per semester towards the required number of credits to be enrolled as a full-time student. (A student may be enrolled in more than one online course, but only one course counts towards the full-time course load).

Dropping below full-time status may affect financial aid, insurance, housing, etc. In addition, students entering Spain with a visa are required to register as full-time students. Students may not drop below a full-time course load unless authorized in advance by an academic advisor. A student who drops below a full-time course load without the prior authorization is considered to be “out of status.” If this happens, the student should contact the Registrar’s Office.

Dropping below a full-time course load:

Students who will be studying less than full-time must contact their advisor or the Registrar’s Office. Students may be authorized to drop below full-time for the following reasons:

• Medical conditions: The student must provide current medical documentation from a licensed medical doctor, doctor of osteopathy, or a licensed clinical psychologist. The documentation must be provided each semester that the student is not enrolled full-time. The student may be authorized to be less than full-time for medical reasons for no more than an aggregate of 12 months in any degree program.

• Academic difficulties: Initial difficulty with the English language or reading requirements; unfamiliarity with American teaching methods; probation; or improper course level placement. The student must submit a letter from an academic advisor explaining one of the above academic reasons. The student who studies less than full-time due to academic difficulties must carry at least a half-time course load (i.e., for undergraduates, at least six hours per semester). After dropping below full-time, he/she must resume a full course of study in the next available semester to maintain student status. The student previously authorized to drop below full-time due to academic reasons is not eligible for a second authorization for this reason.

• Final semester before completing a program: If the student does not need a full-time course load to complete the program in the final semester, he/she must inform the Registrar’s Office at the beginning of the semester.

Late Registration

Registration and changes of registration after the add/drop period (second week of a semester) can take place only with the permission of the student’s advisor, the new course/section instructor, and the Academic Dean. A Registration form with the required signatures must be sent to the Registrar’s Office.

Overload of Hours

Full-time students are registered for 12-18 credit hours. Dropping below 12 credit hours and becoming part-time may affect financial aid, insurance, consortium agreements, etc. Students choosing to take over 18 credit hours will need to seek special permission from the Academic Dean as well as pay the per-credit rate for the added credit hour(s). A 3.00 grade point average or higher is required. Online registration will not allow students to register for over 18 credits. Thus, the Registration form should be filled out and sent to the Registrar’s Office signed by both the student and the Academic Dean.

Pass/No Pass Option

To enroll in a course on a Pass/No Pass basis students must:

1. Receive approval of the advisor and
2. submit the signed form to the Registrar’s Office.

The Pass/No Pass option may only be petitioned for elective courses.

Therefore, a Pass grade will count toward the 120-credit minimum graduation requirement.

A Pass grade may not be used to satisfy a course prerequisite.

A Pass grade cannot be applied to any of the following:

• Required lower- and upper-division courses within each college or school,
• Required course for a major,
• Required course for a minor,
• Required course for a concentration or
• Required course for a certificate.

Both grades of Pass/No Pass are not awarded quality points and therefore are not calculated in the cumulative grade point average.

A course registered with a standard grade may be changed to a Pass/No Pass grade only through the last day of the add/drop period.

A course registered with a Pass/No Pass grade may be changed to a standard grade only through the last day of the add/drop period.
The P grade is equivalent to a C grade or better, and the NP grade is equivalent to a grade of C-, D or F.

Online registration for students wishing to take a course for a Pass/No Pass grade instead of a standard grade, is not available. The Registration form must be filled out and sent to the Registrar’s Office. Advisor permission is required within the add/drop period.

Registration of Undergraduates in Graduate Course Work

Students may enroll in courses numbered 5000 and above provided all of the following conditions are met:

1. Students must be classified as seniors. Please see Classification policy for additional information.
2. Prerequisites for each course in question must be fulfilled prior to the first meeting of the course.
3. Students must have at least a 3.00 cumulative grade point average.
4. Students may not enroll in more than a total of 6 credits in courses numbered 5000 and above.
5. Students total combined enrollment (undergraduate and post-baccalaureate) for the semester may not exceed the following course load:
   a. Fall or Spring: 15 credits or 5 courses, whichever is greater.
   b. Summer: 6 credits or 2 courses, whichever is greater.
6. Students must complete the Petition for Post-Baccalaureate Coursework.
7. Students must receive approval by their college or school.

All credit earned for courses numbered 5000 and above will be applied toward the completion of student’s undergraduate program and degree requirements, unless petitioned and approved to apply toward a post-baccalaureate degree through their college/school.

Therefore the associated grades for the courses numbered 5000 and above will be calculated in the cumulative undergraduate grade point average, unless petitioned and approved to be recorded as post-baccalaureate credit.

This policy does not apply to accelerated, integrated, or direct-admit post-baccalaureate degree programs.

Note: Successful completion of approved graduate course work does not guarantee the student admission into the applicable advanced degree program or, in any way, amend the ordinary process of making application for classified or unclassified status in Graduate Education.

Registration for Courses which do not Span the Full Semester

Some courses are offered in a shortened meeting pattern, such as 4 and 8 week courses. For these courses the following calculations are applied to determine the registration and withdraw dates:

- Last day to add/drop a course via Banner Self-Service: 2/16 of the total class days
- Last day to add courses, requiring advisor, instructor and dean’s signatures or drop a course without a W: 1/8 of the total class days
- Last day to drop a course with a grade of W: 5/8 of the total class days

Waiting Lists

Students requesting to register for a course that is full are encouraged to register for an alternate class and check the schedule of classes in Banner often, in case a space becomes available. However, if an alternate course is not available or if the student is a senior needing the course to graduate, he/she may request to be waitlisted for the course. Permanent students should get their advisor’s approval prior to contacting the Registrar’s Office requesting to be waitlisted. Visiting students should email the Registrar’s Office directly (registrar-madrid@slu.edu) including their Student/Banner ID and the CRN of the course they want to be waitlisted for.

If/When a space becomes available, the student receives a notification in his/her SLU email account. The student will then have 24 hours to register through the MySLU Add/Drop classes screen (or should notify the Registrar’s Office immediately if help is needed to be registered). Waitlists store the date and time students are added to the lists, and students are notified on a first-come-first-serve basis.

- If/When a seat becomes available, students receive an email in their SLU email account. Students waitlisted for courses must check their accounts daily.
- Students will have 24 hours to register for the course by navigating to their Add/Drop classes page in Banner Self-Service and change the status to “Web Registered.”
- Students failing to register within 24 hours will be automatically deleted from the waitlist and the seat will be given to the next student on the waitlist. If the list is exhausted, the seat becomes available to the general population.
- As a courtesy to other students on waiting lists, students whose schedules are finalized are requested to remove themselves from any
waitlists via the Add/Drop classes page by changing the status of the course to “Web Dropped.”

Note: In Banner Self-Service, when a waitlist exists, the Seats Remaining column (“Rem”) on the class search is not accurate. If a seat opens, priority goes to the waitlisted students. Students may request to be added to a waitlist to get future available seats.

When classes begin, students still waitlisted are encouraged to attend the class in case a seat opens up. Every effort to accommodate waitlisted students will be made during the add/drop period.

Repeating Courses
All repeated courses and grades will be recorded on the academic transcript with the most recent course included in the grade point average and noted as “included,” while the previous courses will be noted as “excluded.”

All courses designated as excluded will:
1. Not be included in cumulative earned credit hour totals
2. Not be awarded quality points and therefore not calculated in a student’s cumulative grade point average
3. Not apply toward graduation requirements

Courses excluded from the Repeating Course policy are courses that may be repeated for credit, for example special topics, independent study, internships and clinical learning experiences.

Release of Information
The Family Educational Rights and Privacy Act of 1974 (FERPA) as well as privacy laws in Spain provides that personally identifiable information from a student’s education, including academic records, cannot be released without the consent of the student. Students who are required to report academic progress to sponsoring agencies or countries must file the appropriate waiver form, available from the Office of the Registrar, each academic year.

Student Academic Standing
A student is considered to be in good academic standing if he or she is not under academic suspension and has not been required to withdraw from the University. If a student’s cumulative grade point average earned at Saint Louis University falls below 2.00, that student is not eligible for further registration unless probationary status is granted by the Academic Dean. Although the University’s minimum grade point average is 2.00, some individual programs, schools, or colleges may require higher minimum grade point averages.

All departments and programs in the Doisy College of Health Sciences require students to maintain at least a 2.50 grade point average throughout their course of study. Physical Therapy and Occupational Therapy requirements are slightly higher.

In the School of Nursing, all students must maintain at least a 2.50 grade point average. Students must have at least a 2.50 grade point average to begin the nursing sequence and enter the final semester of their program. All students are required to achieve a grade of C (2.00) or above in all required courses (general education and nursing); all of the required courses may be repeated only one time.

The Doisy College of Health Sciences and the School of Nursing have specific policy statements regarding academic eligibility for progression in and dismissal from the individual programs.

Probationary Status
The Academic Dean may grant probationary status to a student whose grade point average has fallen below 2.00. This status allows the student the opportunity to improve scholastically and to demonstrate evidence of the capacity to proceed toward a degree. A student on academic probation may not register for more than 15 credits and may not make application for a degree. A student may remain on University probation for no more than two consecutive semesters.

Professional and/or Clinical Probation
Students enrolled in professional undergraduate programs must demonstrate professional fitness for both study and a career in the profession. A student may be placed on professional and/or clinical probation or may be requested to withdraw from the program when, in the opinion of the faculty, the student shows a lack of attributes considered necessary for continuance in the program.

Suspension
A student may be suspended from a course, from a school or college, or from the University for academic or disciplinary misconduct. Suspension is normally temporary. At the time suspension is imposed, the conditions for reinstatement are explained. While under suspension, a student is barred from further registration. Reinstatement after academic suspension requires the approval by the Academic Dean.
Academic Policies and Procedures

Dismissal

The Academic Dean has the authority and responsibility to dismiss a student from the School or College and the University for academic reasons. The conditions under which a student is dismissed are:

1. Inability to eliminate probationary status within the two semesters subsequent to the assignment of probation, or
2. A total grade point average deficit of more than 15 points.

Transfer Credit

Transfer credits are applied where appropriate in fulfillment of program and degree requirements of a specific college or school of the University, provided that admissions criteria are met and the courses presented are from an accredited college or university. In addition, all transfer credit must have a C letter grade or above and be recognized by the specific college or school of Saint Louis University as comparable to courses offered at the University. Saint Louis University accepts transfer credit for which it has no equivalent. This transfer credit would be acceptable as elective degree credit and would not fulfill specific graduation requirements. No more than 64 credits earned at the community college level can be applied toward a bachelor’s degree at Saint Louis University. All required information (transcripts, course descriptions, etc.) must be received within one semester of initial registration at the University.

Transcripts of Records (Ordering)

The University Registrar will assure that all grades awarded will be shown on student transcripts. Once given, grades are not to be changed or removed from the official transcript, unless authorized through the Academic Record Change process or through the automatic conversion of I to F grades.

Transcripts of the official academic record are made available by the Office of the Registrar upon the written authorization of the student, except as otherwise required by law. Students should order official transcripts online through Banner Self-Service or should sign an authorized release form in the Office of the Registrar. There is no charge for each transcript sent; however, students are limited to five transcripts per day.

All official transcripts are printed and mailed from the St. Louis Campus. Students may view, print and obtain an unofficial transcript at any time through Banner Self-Service.

Official transcripts of records cannot be released if a student’s financial account is in arrears.

Veteran Certification of Attendance

The University certifies enrollment of veterans’ semester credit load and subsequently reports changes in student academic loads. Veterans’ attendance is certified to the Veterans Administration (VA) beginning with the date of initial registration and periodically until the expected completion date of the VA-approved program or goal. Veteran students must promptly inform the certifying official in the University Office of the Registrar of any changes in status which might affect benefits. Failure to report such changes can result in overpayment and other complications receiving benefits.

Minimum Standards for G.I. Bill Students

Veteran students are expected to attend classes, perform academic duties as assigned by instructors and adhere to the University’s academic policies. Failure to do so will result in reports to the VA of unsatisfactory progress, which in turn will result in the discontinuance of benefits pending VA counseling.

As a result of established VA minimum standards for school attendance, veterans should be aware of the following regulations, which govern certification by the University and acceptance of the certification by the Veterans Administration:

1. Veteran students who cease attending, but who do not officially withdraw from class or from the University, will be reported as not making satisfactory progress.

2. The VA will be notified for the following reasons, and an overpayment may be charged against the veteran:
   a. If a grade of I, AU or W is assigned;
   b. If an enrollment status (full-time, three-fourths time, half-time, etc.) is altered;
   c. If academic progress is determined to be unsatisfactory.
Withdrawing from the University

When a student must withdraw after registering for any semester or session, whether the withdrawal is voluntary, requested by the University, or for other reasons, the following regulations apply:

1. Request or notification of the withdrawal must be approved on an official withdrawal form available in the Academic Dean’s office.
2. Failure to file the signed permit in the Academic Dean’s office within one week of the last class attendance constitutes an unauthorized withdrawal.
3. Cancellation may be approved upon recommendation of the advisor and approval of the Academic Dean, and may entitle the student to a refund of tuition.
4. Housing charges will be refunded in accordance with the Housing Payment Information document.
5. Withdrawal and tuition refunds will be governed by regulations printed in the Schedule of Fees: (http://www.slu.edu/madrid/admissions/tuition-and-fees)

Withdrawing for Active Military Duty

In the event that a student is called from the Ready Reserves or National Guard for active military duty during a semester, the following withdrawal policy should be applied.

1. Up to the beginning of midterms (eighth week of semester), a grade of W will be assigned for all courses being taken and a full refund of tuition will be provided.
2. From the beginning of midterms through the last day to withdraw with a grade of W (end of tenth week), a grade of W will be assigned, but no refund of tuition will be made. However, a student will be permitted to retake the courses, or their equivalents, upon returning to Saint Louis University without a tuition charge.
3. After the last day to withdraw with a grade of W, depending on timing, students and faculty may agree to one of the following:
   a. that letter grades would be assigned based on a student’s performance in the courses, or,
   b. that I grades would be assigned (pending completion of the formal request for an I), requiring a student to complete these courses within one year after returning to Saint Louis University. No refund of tuition charges would be made. The student could also decide, upon returning to the University, to retake these courses, or their equivalents, without a tuition charge, or,
   c. that W grades would be assigned, with no refund given, and the student would be permitted to retake the courses, or their equivalents, upon returning to the University without a tuition charge.

Whenever a student withdraws because of being called to active military duty, a note will be included on the transcript to indicate that the withdrawal is due to military service. Financial aid awards will be adjusted based on program policy guidelines that may result in a student being responsible for aid-related outstanding charges. Housing charges if applicable, will be prorated (per the Housing Contract) based on the date the student moves out of a campus residence.

Following the procedures below will ensure that withdrawal from classes because of military mobilization is communicated and completed successfully.

1. A student called for active military duty must complete a Change of Registration form in the Dean’s Office, attaching a copy of the student’s Mobilization Order.
2. The Change of Registration form, with the attached Mobilization Order and appropriate Dean’s Office signature, will be forwarded by the Dean’s Office to the Registrar’s Office.
3. The Registrar’s Office will notify all administrative offices and the student’s advisor and faculty of the withdrawal, listing the student’s name, Student/Banner ID, and official date of withdrawal. The Housing Office will track the date the student leaves the campus residence for purposes of the prorated room refund.
4. Students must check with the Finance Office to ensure that final financial arrangements (outstanding balances or refunds) have been settled.
5. Students who are called for military mobilization and do not “officially withdraw” are responsible for settling all semester tuition, fees and charges with the University.
FACULTY AND STAFF

Academic Dean
Paul Vita, Ph.D.

Associate Dean of Arts and Sciences
Laura Tedesco, Ph.D.

Associate Dean of Sciences and Engineering
Taieb Gasmi, Ph.D.

Chair of Business and Economics
David Howden, Ph.D.

Chair of Humanities: Classical Languages, History, Philosophy and Theology
John Welch, Ph.D.

Program Directors and Coordinators
Communication: Brian Goss, Ph.D.
Engineering, Aviation and Technology: Taieb Gasmi, Ph.D.
English: Andrew Power, Ph.D.
English Language Programs: Hamish Binns, M.A.
Fine and Performing Arts: Cary Barney, M.F.A.
International Business: Marta Moreno Warleta, Ph.D.
International Studies: Carolina Aznar Sánchez, Ph.D.
Mathematics and Computer Science: Ana Portilla, Ph.D.
Natural Sciences: Francisco Prieto, Ph.D.
Nursing, Public Health and Health Sciences: Tania de la Fuente, Ph.D.
Political Science - International Relations: Laura Tedesco, Ph.D.
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